

# DI'JAE MOSBY

## CONTACT

- +443-432-8945
- didi.mosby5277@gmail.com
- Philadelphia, PA (School)
- Randallstown, MD

## PROFILE SUMMARY

Hardworking and reliable worker with strong ability in customer service, communicating clearly, and creating proficient websites. Offering flexibility and honesty, she is highly organized, positive, and punctual, with a team-oriented mentality.

## EDUCATION

### TEMPLE UNIVERSITY

Expected Graduation Spring 2028

- Technical Production and Management
- Stage Management Concentration

### WILDE LAKE HIGH SCHOOL

August 2020 - May 2024

- GPA: 3.8 / 4.0

### HOWARD COMMUNITY COLLEGE

August 2022 - May 2024

- Dual Enrollment Student
- GPA: 3.8

## SKILLS

- OneDrive
- Microsoft - Proficient in Excel
- Creating website
- Welding
- Woodworking
- Can read music - Plays violin

## EXTRACURRICULARS

- Tennis - Spring 2021
- Theater - 2018 - 2024
- Class Council - 2022 - 2024
- Orchestra - 2014 - 2024
- International Thespian Society  
Member - 2023 - Present

## WORK EXPERIENCE

### TEMPLE UNIVERSITY

Administrative Assistant

SEPT 2024 - PRESENT  
(Campus Job)

- Collect and distribute mail
- Organize and file documents
- Maintain records and digital files
- Manage communications

### GLENWOODS

Hostess

MAR 2024 - PRESENT  
(Seasonal Worker)

- Welcome guests to the restaurant.
- Take guests to their tables.
- Manage floor plans and reservations.

### RED LOBSTER

Hostess/busser/take-out specialist

MAR 2022 - MAR 2024

- Welcome guests to the restaurant.
- Take guests to their tables.
- Clean off and wipe tables in order to prepare them for the next guests.
- Package up take-out orders while prioritizing organization and accuracy.

### MARYLAND ZOO

Tour Guide/Volunteer

AUG 2020 - DEC 2020

- Energetically greeted guests with a positive attitude to welcome them to the zoo.
- Successfully answered any questions guests may have had about the zoo and informed them of various facts about the animals.
- Directed guests around the zoo.

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Philadelphia, PA

# DI'JAE MOSBY

## ASM

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### EXPERIENCE

***Goblin Market***

Temple Theaters, Philadelphia, PA

ASM

Dir. Dylan Cole

***The Tempest***

Temple Theaters, Philadelphia, PA

ASM

Dir. Doug Wager

***The 25th Annual Putnam County Spelling Bee***

Wilde Lake High School, Columbia MD

ASM

Dir. Jessica Padgett

***The Play That Goes Wrong***

Wilde Lake High School, Columbia MD

ASM

Dir. Jessica Padgett

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### RELATED EXPERIENCE

***"Maturing to a Melody" Musical Theater Cabaret***

Wilde Lake High School, Columbia MD

Co-Lighting Designer  
Sound Operator

***Once on This Island Jr.***

Wilde Lake High School, Columbia MD

Co-Lighting Designer  
Light Board Operator

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### SKILLS

- Can read music
- Can play Violin
- Microsoft 365 - Proficient in Excel
- Administrative experience