

## Contact

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## Top Skills

Teaching  
Research  
Admissions Counseling

## Certifications

MBTI Step I Certification  
Strong Interest Inventory  
Certification  
College Board AP Physics Teaching  
Certification - APSI  
College Board AP Biology Teaching  
Certification - Fall AP Seminar  
Science Grades 7 - 12 | Texas  
Educator Certification

## Honors-Awards

Teacher of Merit  
New Teacher of the Year Award  
HISD Educators of the Year |  
Campus Beginning Teacher of the  
Year

# Zachary Friske, ALM, MBA, IEC

Admissions And Academic Advising - Empowering Students To Be  
Their Best Selves!

Southlake, Texas, United States

## Summary

I love to dig into college admissions problems and solve them leveraging a cutting-edge methodology sharpened through my experience within UCLA College Counseling and my work within a top 50 nationally ranked high school counseling office. I work with students and families to optimize both the college admissions process and academic survival skills in order to best position students for success within their future academic careers.

To accomplish this I focus on delivering key outcomes, building powerful coalitions between students, college admissions offices, and faculty at undergraduate and graduate programs through the United States, Canada, and the United Kingdom, and adapting my services to address the ever evolving process of college admissions.

Reach out to me today to talk academics, admissions, or scuba diving!

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## Experience

### Cambridge Letters

Undergraduate/Graduate Admissions Consultant | Advanced  
Academics Instructor

March 2022 - Present (3 years 5 months)

Southlake, Texas, United States

I first learned of Post-Nominal Letters while in Cambridge as a graduate student at Harvard University. I was fascinated by the variety of letters appended to the end of one's name to celebrate academic achievement.

Cambridge Letters is dedicated to its mission - providing the most comprehensive and personalized college admissions counseling and academic readiness services available.

### Southlake Carroll ISD

Associate Advanced Placement Teacher

March 2022 - Present (3 years 5 months)

Southlake, Texas, United States

Provide instructor coverage and guest lectures services for Advanced Placement (AP) courses in AP Science, AP Mathematics, AP English, and AP History at two public high schools within the Southlake Carroll Independent School District.

### University of California, Los Angeles

College Counselor | UCLA College Counseling Practicum

March 2021 - March 2022 (1 year 1 month)

Houston, Texas, United States

Invested 150 hours of work within the Michael E. DeBakey High School for Health Professions Counseling Office applying counseling theory and methodology to assist students and parents in the college admissions process, finding scholarships and financial aid, assisting with academic readiness workshops, and conducting mock interviews for undergraduate and medical school programs.

### Houston ISD

AP Physics 1 & 2 Teacher

August 2020 - March 2022 (1 year 8 months)

Houston, Texas, United States

Texas certified AP Physics 1 & 2 instructor developing an award-winning college-level curriculum resulting in student AP exam scores consistently beating State and National averages.

- 118 Teacher Letters of Recommendation written assisting students to secure seats at Harvard University, MIT, Rice University, and UT School of Architecture among other institutes.
- Baylor College of Medicine Astrophysics in Medicine Teacher Externship
- NASA Aerospace Teacher Externship
- New Teacher of the Year Award, 2020
- Coca-Cola Scholars Foundation Educator of Distinction Award

### Southern Methodist University

Undergraduate Admissions Office | Application Evaluator  
February 2018 - February 2021 (3 years 1 month)  
Dallas, Texas, United States

Detail-orientated undergraduate applicant reviewer with expertise in management of sensitive student application records and evaluation of scholarship applicants.

- Managed and coordinated confidential applicant information of high school students applying to the Hunt Leadership Scholars Program.
- Analyzed scholarship essays, academic record, extracurricular record, recorded video speeches, and scholarship applications; coordinated communication with Program Director and Admissions Office to ensure a quality candidate pool of appropriate scholars.

Texas A&M College of Medicine  
Graduate Admissions Office | Interview Coordinator  
August 2016 - December 2018 (2 years 5 months)  
Bryan, Texas, United States

Personable coordinator with extensive collaborative experience working with faculty and staff across undergraduate institutes to prepare undergraduate students for Texas A&M College of Medicine interviews.

- Substantially increased the available free housing accommodations for incoming interviewees as well as coordinated social events and provided mentorship for the incoming candidates.
- Fielded a wide variety of inquiries about medical school admissions process and coached applicants in the appropriate responses to commonly encountered interview questions.

Southern Methodist University  
Biology Lab Instructor | Department of Biology | SMU  
August 2013 - May 2014 (10 months)  
Dallas, Texas, United States

Developed and executed lesson plans for a three-hour weekly Introductory Biology Lab for Bachelor of Science Undergraduates.

- Developed detailed educational lessons focused on teaching key biological science principals.
- Executed educational lessons during a three-hour weekly lab, including prepping lab materials and assessing/testing undergraduate student comprehension of core biological science concepts.

## Education

### Harvard University

Master of Liberal Arts (ALM), Mathematics Education · (June 2020 - February 2025)

### University of California, Los Angeles

College Counseling Certification | Distinction Award, College Student Counseling and Personnel Services · (March 2021 - March 2022)

### Texas A&M University

Master of Business Administration - MBA, Business Administration, Management and Operations · (June 2014 - December 2015)

### Southern Methodist University

Bachelor of Science - BS | Bachelor of Arts - BA, Biochemistry | Psychology · (June 2010 - May 2014)

### University College, Oxford

Gothic Literature & European History Concentration · (August 2012 - May 2013)