

Elvena Gevargiz

People-focused professional with 5+ years of experience supporting individuals, providing structured feedback, managing groups, and maintaining organized documentation. Strong background in communication, conflict resolution, and performance evaluation, with a Master's degree in Criminal Justice and a Bachelor's degree in Sociology. Seeking an entry-level HR role where interpersonal skills and organizational strengths can support employees and teams.

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EXPERIENCE

Eagle Fustar Tennis Academy, Saratoga, CA — Tennis Coach

September 2023 - PRESENT

- Conduct private one on one lessons with players, creating a lesson plan according to their level, experience and future goals
- Lead group clinics to enhance teamwork and sportsmanship
- Monitor individual progress and deliver structured performance feedback to support growth and development
- Implement drills focused on technique, agility, and strategy in matches
- Provide feedback on court positioning, shot selection, and footwork Foster a positive, inclusive environment that supports individual growth and engagement
- Assist players with mental preparation to maximize upcoming match performance
- Attend tournaments to watch progress of players, and take note of areas for improvement

Eagle Fustar Tennis Academy, Saratoga, CA — Summer Camp Lead Tennis Coach

June 2025 - August 2025

June 2024 - August 2024

June 2023 - August 2023

June 2022 - August 2022

- Coordinated daily schedules and group assignments, ensuring appropriate placement and smooth operations
- Prepared written evaluations documenting performance, progress and improvement plans
- Supervised assistant coaches and ensured consistent communication, performance standards and adherence to program policies
- Served as a point of contact for parents, staff and coaches regarding concerns and updates
- Addressed and resolved minor conflicts professionally and constructively
- Established a fun yet competitive camp for players of all levels
- Implemented a reward system to recognize and celebrate players' achievements and improvements both individually and as a team

SKILLS

- employee and participant communication
- performance feedback and evaluations
- conflict resolution
- scheduling and coordination
- documentation and record keeping
- training and mentoring
- time management
- professional written communication

Eagle Fustar Tennis Academy, Saratoga, CA — Summer Camp Assistant Tennis Coach

June 2021 - August 2021

June 2020 - August 2020

- Taught children ages 6 to 14 on tennis principles, including footwork and technique, while adhering to COVID-19 protocols.
- Provided individualized instruction for skill enhancement to all players.
- Monitored player progress, and wrote detailed player evaluations weekly.
- Maintained a safe and clean training environment for all participants.
- Demonstrated proper technique and performance feedback to players during training sessions.
- Motivated athletes through positive reinforcement techniques to achieve peak performance.
- Mentored players in developing sportsmanship habits essential for teamwork

EDUCATION

University of Southern California, Los Angeles, CA — *Master of Science: Criminal Justice*

August 2021 - August 2022

Santa Clara University, Santa Clara, CA — *Bachelor of Science: Sociology*

September 2017 - June 2021

Academic Achievements (*Santa Clara University*)

- Awarded the Sociology Alumni Award For Excellence in Community-Based Research (2021)
- Published 2 papers in the Silicon Valley Sociological Review (2021)
- Member of the Alpha Kappa Delta International Honors Society of Sociology
- Graduated with Cum Laude Latin Honors (2021)

Athletic Achievements (*Santa Clara University*)

- Played on the Division 1 tennis team at SCU from September 2017 - June 2021
- In 2018-2019 was named All-WCC Doubles Honorable Mention and WCC All-Academic Honorable Mention
- In 2019-2020 was named WCC All-Academic and entered 2019 ranked No. 58 in the Oracle ITA Division 1 women's preseason doubles rankings (Highest Ranking of 33)
- In 2020-2021 was named ITA Scholar Athlete

VOLUNTEERING

Gardner Elementary School - San Jose, CA

January 2020 - March 2020

- Worked with 2nd and 3rd graders at the Bronco Urban Gardens (SCU affiliated organization at Gardner Elementary)
- Helped develop their learning skills such as writing, reading, spelling and observing.

Family Supportive Housing - San Jose, CA

October 2018

- Volunteered in the Homework Enrichment Program with children ages 5-13
- Helped them with arts and crafts, online learning, numbers, colors, shapes, etc.

BAWSI (Bay Area Women's Sports Initiative) - San Jose, CA

September 2017 - November 2017

- Worked with BAWSI Rollers, a program that provides fun physical activities for boys and girls with physical, cognitive and hearing disabilities

LINKS

LinkedIn — <https://www.linkedin.com/in/elvena-gevargiz-834602201/>

Online Sexual Harassment Amongst Women Students at Santa Clara University (Award Winning Publication) - <https://scholarcommons.scu.edu/svsr/vol19/iss1/6/>

Power and Punishment: An Intellectual Biography of Michael Foucault Publication - <https://scholarcommons.scu.edu/svsr/vol19/iss1/13/>