

Adam Altmejd

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EDUCATION

The University of Texas at Austin, Austin, TX Expected Graduation May 2025

*Bachelor of Arts, **Humanities Honors*** - GPA 3.62

*Minor, **Business & Public Policy*** - Coursework on Business Law, Corporate Communications, Corporate Political Strategy.

*Certificate, **Computer Science*** - Coursework on Python, SQL, R, HTML, Javascript, Data Visualization.

EXPERIENCE

The University of Texas at Austin, Austin, TX August 2024 - Present

Lecturer, Mentor "Transfer-Year Seminar"

- Leading weekly seminars for cohorts of new students at the University of Texas, as well as providing 1-on-1 mentorship, career counseling, and organizing social events
- Planning presentations, creating slide decks, coordinating expert guest speakers, and hosting discussion panels.

Sparksoft Corporation, Austin, TX / Columbia, MD (Hybrid) May 2024 - August 2024

Business Analyst Intern

- Conducted market research and business analysis to better understand potential growth opportunities in the Healthcare IT Consulting industry.
- Compiled in-depth reports on corporate leadership of prospective client companies.
- Presented to management on a weekly basis on new opportunities and conducted outreach to prospects.

Alpha Epsilon Pi, Austin, TX August 2022 - August 2023

Property Manager

- Coordinated \$100,000+ in labor and materials in various projects, including full replacement of flooring in 14 residential rooms, overhaul of security system, and full kitchen modernization as the elected House Manager and member of Executive Board for student organization with multi-million dollar residential property.
- Increased organizational net revenue by 3% through retooling of organizational money management.

Texas Hillel Foundation, Austin, TX May 2022 - December 2022

Front Desk Intern

- Managed Front-Desk operations to create a welcoming environment for all visiting students, families and donors.
- Answered and routed all incoming calls, emails, deliveries, and in-person inquiries.

PROJECTS

- **Undergraduate Thesis:** Collecting and analyzing 1,500+ open records requests for undergraduate thesis on transparency of government and use of public resources by private entities.
- **Personal Blog:** Producing qualitative and quantitative research for my own interest.
- **ChurnBuddy:** Work-in-progress tool to forecast and compare profits from use of different Credit Cards.

LEADERSHIP

Texas Hillel Foundation, Austin, TX August 2023 - Present

Board Member - Board of Directors

- Fundraising by meeting with donors at fundraising events, establishing and managing relationships with potential donors, and making cold calls to meet and exceed organizational revenue goals.
- Representing Texas Hillel in community outreach and outside engagement, including participating in Q&A Discussion panels for the Texas Association of School Boards and the University of Texas.

SKILLS

Tools: Microsoft Office (Word, Excel, Outlook, Powerpoint), Databases (SQL), Python, Statistical Analysis (R/RStudio), Web Development (HTML, Javascript, PHP), iOS App Development (Swift), Linux (Debian, Red Hat, Arch), Airtable, GIS, Large Language Models (Llama 3.2, ChatGPT, Gemini), Adobe.

Languages: Native English, Basic French. Previously studied Latin and Hebrew.

ACTIVITIES

Organizations and Volunteering:

- Served as Recruitment Chair for Humanities Student Council, increased membership by 5x.
- Volunteering with Mobile Loaves & Fishes to feed Austin's homeless and working poor.