

Leah Liu

PROFILE

Motivated, responsible and ambitious hardworking student, seeking to apply my communication, leadership, and organization abilities in the Virtual HR/Marketing Internship. I strongly believe my background and skills I have developed through leadership programs, extracurriculars, and academics will be an excellent addition to your company

EXPERIENCE

ULTIMATUTORING PRESIDENT & COFOUNDER – MAY, 2020-PRESENT

As the president of UltimaTutoring, I lead weekly zoom meetings with our 6 departments: volunteer, education, outreach, finance, fundraising, and organizers. During these meetings, I communicate weekly tasks and how they should be executed. I also initiate discussion on the future of our organization and how we can improve it to deliver the gift of education to more and more underprivileged kids around the world. In additions to assigning tasks, I also oversee each department's progress among the week, and receive updates on their progress and to answer any doubts or questions they may have run into along the way. Both my vice president and I work together during the week to come up with ways to gain publicity and funding in order to continue to improve our program. In addition to helping underprivileged kids receive education, I have also conducted weekly seminars, to help our tutors better prepare for their road to college. These seminars are given by college students who attend top universities, who I have personally invited to involve in our program at UltimaTutoring to help out our tutors in the college application process.

Achievements:

- over 100 students worldwide in past two months
- Over 200 tutors worldwide in past two months
- 5 college seminars given by students attending Harvard, Columbia, MIT, and Carnegie Mellon
- Raised over 300\$ in funding
- Delivered over 400 free one on one tutoring sessions to kids across the world

VOLLEYBALL CLUB TEAM CAPTAIN – 2018-PRESENT

As the captain of my club volleyball team, I made sure that everyone on the team was performing their best at practice everyday. Because volleyball is a team sport, it is really important to pick up your team mates when they are feeling low. If someone was

feeling down, I took responsibility to talk to them and help them get back onto the court and be motivated to play. During games, I often analyzed the other team and told each team mate what their role was to win this match. From just calling out plays on the sidelines to covering specific spots on the court, I always ensured each member on the team was doing something to help our team win the match.

Achievements:

- 9th place out of 70 teams(Capitol Hill Volleyball Classic February, 2020)
- 10th place out of 120 teams(AAU Nationals Phoenix Arizona, July, 2019)
- MDJRS 15s Open(1st out of 16, January 4th, 2020)
- MDJRS 15s Open(1st out of 16, February 2,2020)
- MDJRS 15s Open(1st out of 16, February 16, 2020)

SPEECH AND DEBATE CLUB (MEMBER) – 2019-PRESENT

As a freshmen in high school, I was eager to join my school's speech and debate team. During my time as a member of the club, I practiced delivery, gestures, and how to effectively communicate one's thoughts. Although the time I had for speech was limited due to my travel volleyball team, the knowledge I gained from speech helped me in my role as President of UltimaTutoring, as I was able to use the skills I learned from speech to help organize and lead UltimaTutoring.

EDUCATION

Marriotts Ridge HighSchool, 4.79 weighted GPA, 4.0 unweighted GPA

Courses 2019-2020 school year: Precalculus GT, English 9 GT, US History GT, Biology GT, Spanish 2 honors, Orchestra GT

Courses taking this semester: AP Calculus, AP Gov, AP Statistics, AP microeconomics, AP Computer Science A, Spanish 2 honors

LANGUAGES

- Basic spanish
- Fluent Chinese
- Fluent English

SOFT SKILLS:

Team work:

- throughout my entire sports career, I have always worked with a team and through this, I have learned that teamwork is essential to success, and both myself and my team mates need to understand each other's thoughts and feelings to work together efficiently. As a leader, you must not only tell others, but also listen to what others say in order to be successful. I believe that in this internship, my teamwork skills will help me as an individual learn and benefit the most I could from this experience. I will be able to both listen and understand my mentor and use this knowledge to the most of my ability in the future.
- As the president of UltimaTutoring I have learned to use team work to better my organization. I have learned that communication between board members is essential to better your organization. I believe with my experience as president, I have developed very good team work skills to listen and understand others ideas and use everyone's contributions to help out more people.

Communication:

- I have worked with many people through both sports and my organization. I was able to effectively communicate their tasks and also get to know each and everyone of my board members better. Although sports and UltimaTutoring are completely different from each other, I've used my communication skills in both areas to better both parties. I believe that my communication skills will be very useful for this internship to both communicate with a mentor and also fellow interns

Problem Solving:

- I am confident that I have sufficient problem solving skills that I have developed from day to day activities that will be useful in this internship. Through academics, music, sports, household chores, and leadership, I have encountered a variety of problems that I challenged myself to face and solve. I believe these skills that I have developed over the years will be of much use in this internship, as I will always try my best to learn and grow before asking for help.