**Adam Theis**

Contact me for address and phone number| [Redacted] | adamhtheis@gmail.com

**Education**

**University of Missouri – Columbia Awarded May 2023**

Bachelor of Science, Business Administration Emphasis: Finance and Banking

Bachelor of Science, Economics

**Professional Experience**

**Veterans United Home Loans August 2022 – May 2023**

*Information Technology Intern*

Provided proactive deskside technical support to ensure uninterrupted operations and maximized productivity. Maintained and updated computer systems to verify efficient performance, collaborated with deskside IT teams to troubleshoot and implement effective solutions.

**Spirit of 76 Fireworks May 2022 – August 2022**

*Accounting Intern*

Processed payments with high attention to accuracy and detail and using QuickBooks software, served as the sole accountant for the Spirit 2022 fireworks tent. Created accurate financial documents, analyzed reports for the finance director, and conducted inventory audits to improve accuracy and efficiency. Provided data driven recommendations for order quantity and pricing of tent products.

**Imo’s Pizza April 2021 - May 2022**

*Delivery Driver*

Delivered orders in a timely and efficient manner to build customer satisfaction and repeat business. Confirmed order accuracy for deliveries, proactively resolving any issues to minimize customer dissatisfaction. Operated point-of-sale systems, accurately processing payments and maintaining financial records.

**Candor Debate Company March 2019 - August 2019**

*Research Associate*

Conducted extensive research on the 2019-2020 National Speech and Debate Policy Debate topic. Refined complex arguments into easy-to-understand summaries. Collaborated with the marketing team to conduct market research, contributing to a strong social media marketing presence. Notably, my research was used by teams who qualified for state and national tournaments.

**Carthage Municipal Golf Course August 2016 - July 2019**

*Pro Shop Associate May 2018–July 2019*

Designated operator of POS system; created tee times; sold golf products; and supervised player assistant workers.

*Player Assistant August 2016–May 2018*

Preformed various maintenance on the golf course; collected golf balls at the driving range; enforced local rules to maintain a strong pace of play.

**Leadership Experience**

**The State Historical Society of Missouri February 2022 - May 2022**

*National History Day Consultant*

Spearheaded social media outreach efforts by creating engaging posts and graphics to attract volunteers. Collaborated with a team to plan successful events and developed effective strategies to increase volunteer turnout.

**Future Business Leaders of America August 2017 - May 2019**

*Chapter Treasurer May 2018-May 2019*

Oversaw fiscal management for the Future Business Leaders of America organization, including budgeting, planning activities, and coordination for monthly meetings. Presented financial information to members, demonstrating effective communication and leadership skills.

*American Enterprise*

Developed and coordinated engaging business-oriented activities for fifth-grade students, teaching essential concepts such as budgeting, planning, and marketing. Facilitated in a small marketplace, where students learned to create, market, and sell handmade crafts.

**United Way Student Advocates August 2017 - May 2019**

*Student Advocate*

• Organized and volunteered for a fundraising campaign with local nonprofit organizations.

**Awards & Honors**

Speech and Debate District Champion 2017, 2018, 2019

MSHSAA Speech and Debate State Qualifier 2018, 2019

FBLA American Enterprise State Champion 2019

National Speech and Debate Association National Qualifier 2019

Dean’s List 2019-2020