

ANNA SCHMULT

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EDUCATION

Villanova University, Villanova, PA

May 2022

- Bachelor of Business Administration
- GPA: 3.67
- Dean's List: Fall 2018 - Spring 2019
- Related coursework: Statistics for Business, Financial Accounting, Corporate Responsibility and Regulation, Information Technology

Princeton High School, Princeton, NJ

June 2018

- GPA: 4.21
- Related coursework: AP Macro and Micro Economics, AP Chemistry and Physics, AP Calculus and Statistics, Python Programming 1 and 2

EXPERIENCE

Villanova University Tech Crew, Villanova, PA

October 2018-Present

Events Manager & Head Technician

- Executive board member of student-run business with revenue in excess of \$60,000 annually
- Manage day-to-day operations including processing event requests, coordinating staffing, communicating with clients, and resolving conflicts
- Run events for clients, including leading groups of 3-8 staff members
- Develop and write website to update changing services and client demands

BetterTrader, Jerusalem, Israel

June-July 2019

Marketing and Research Intern

- Developed social media campaign using LinkedIn, Twitter, and Facebook
- Improved search engine performance of written materials such as blog posts and informational articles
- Created help menus and tutorials for users new to the platform

Girl Scouts of Eastern Pennsylvania, Gilbertsville, PA

Summer 2017 & 2018

Assistant Chef

- Coordinated preparation of salad bar and fruit bar for 200 people, including inventory and food prep
- Led dishwashing operation of 3 people

The Jewish Center of Princeton, Princeton, NJ

2016-2018

Technology Assistant

- Controlled large inventory of technology, including 40 iPads and 12 rooms with installed projectors
- Assisted with audio and visuals for board meetings and other presentations

SKILLS & CERTIFICATIONS

- Computer coding: Proficiency in Python, HTML, PHP; learning MYSQL
- Bloomberg Market Concepts Certification
- Strong written skills, including communication through email and outreach through social media
- Conversational fluency in Spanish