

# Emma Kollek

**Email:** kolleke@wharton.upenn.edu

**Mobile:** +1(267) 858 1214

3627 Locust Walk  
Philadelphia, PA 19104-6185

## EDUCATION

---

**University of Pennsylvania**, Philadelphia, PA

Sept 2015-May 2019

**Huntsman Program in International Studies and Business**

**The Wharton School**, Candidate for Bachelor of Science in Economics

**College of Arts and Sciences**, Candidate for Bachelor of Arts in International Studies and Russian Language, Literature and Culture

- *Current Cumulative GPA:* 3.83/4.0
- *Honors:* Dean's List (2016)

**American School in London (ASL)**, London, UK

Sept 2011-June 2015

- *Cumulative GPA:* 3.9/4.0 un-weighted
- *Honors:* ECIS Award for International Understanding (2015), National Honor Society (2013, 2014), ASL History (2012, 2013); Russian (2012, 2013), English (2012), French (2012), Molecular Biology (2012)

## PROFESSIONAL EXPERIENCE

---

**SAM Labs**, London, UK

July-August 2016

*Business Development Intern*

- Researched and contacted over 350 schools and educational institutions in North America and the UK to sell the product
- Drafted an educator's manual with my team to help teachers integrate the product into their curriculum

**Jewish Museum of Vienna**, Vienna, Austria

June 2013

*Education Department Intern*

- Wrote and translated an audio guide for permanent exhibitions in English and German
- Transcribed entrance forms for research done in the Archive and tour groups in the museum since 1995 into excel spread sheets
- Researched a member of the Wehrmacht in the Austrian State Archive

**Yelp**, London, UK

June 2014

*Sales and Marketing Intern*

- Analyzed business strategies for youth outreach (social media campaign, website design, product ideas)
- Visited local businesses to help them advertise that they were on Yelp, advertised for Yelp on the street by giving out merchandise

**NefteTranService**, Moscow, Russia

July 2014

*Marketing Intern*

- Bought, wrapped and sent 100 presents to dedicated clients, met with various department heads within the company

**Caritas Refugee House**, Vienna, Austria

July - August 2014

*Intern*

- Translated meetings for asylum and employment applications from Russian and English to German.
- Organized two children's summer camp sessions, distributed 20 boxes of donated toys and children's clothes

## EXTRACURRICULAR EXPERIENCE

---

**Huntsman Student Advisory Board**, Philadelphia USA

January 2016 – present

*Student Representative*

- Represent my year (class of 2019) of the Huntsman program in board decisions
- Organize social events, career panels, academic resources, networking opportunities, and community outreach for Huntsman students
- Conduct and analyze surveys to provide feedback to the board on student experience and the program

**180 Degrees Consulting**, Philadelphia, USA

September 2015 – present

*Project Leader, Consultant*

- Consulted Sanjeevani, an education-based non-profit in rural India on revamping their efforts and creating a Learning Centre
- Creating a guerilla marketing strategy for MATI, a healthy energy drink company
- Worked with Toilets for People, a compostable, low-cost toilet producer, to market them to NGOs, help them enter the refugee camp market, and give recommendations based on similar business case studies.

**The St. Elmo Club of Philadelphia (Delta Phi)**, Philadelphia, USA

January 2017 – present

*Treasurer, Executive Board Member*

- Create and maintain a budget for the year in order to reduce current debt
- Keep track of financial records and accounts for tax purposes, collect membership dues

## ADDITIONAL SKILLS & INTERESTS

---

**Language:** Fluency in German and English; Conversational proficiency in French and Russian

**Technical:** Microsoft Office, Licensed Bartender

**Interests:** Russian literature, yoga, process analytics, exploring