

## Kayla Manning

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### HARVARD UNIVERSITY

AB, Joint Concentration in Statistics and Government. Secondary, Global Health and Health Policy.

Current GPA: 3.967

Awards: Harvard College Scholar.

Relevant Coursework: Linear Algebra and Real Analysis I. Mathematics for Computation, Statistics, and Data Science. Using Big Data to Solve Economic and Social Problems. Data. Election Analytics. Introduction to Probability. Introduction to Quantitative Methods for Economics. Introduction to Computer Science.

Cambridge, MA

9/2018-12/2022

### SALADO HIGH SCHOOL

GPA: 4.0. ACT: 36

State Champion Mathematics UIL. State Champion Spelling UIL. National Merit Scholar. AP Scholar with Distinction.

Salado, TX

8/2014-6/2018

### Experience

#### VISTA EQUITY PARTNERS

##### Summer Analyst, Capital and Partner Solutions

- Compile information and conduct detailed quantitative analysis in response to data intensive investor requests.
- Perform research on the technology and software industry and macroeconomic data for the Quarterly Investor Letter.
- Prepare investor profiles, agendas, and any additional research and briefing documentation required in advance of meetings.
- Prepare research and materials to be used by senior investor relations and management team members for strategic initiatives.

Austin, TX

6/2020-8/2020

#### SOCIAL SOLUTIONS

##### Sales and Marketing Intern

- Researched competitors and high-potential markets in the nonprofit data management space.
- Compiled and wrote internal reports assessing market potential of client bases for the Senior Leadership Team.
- Cleaned, merged, and analyzed client datasets using R for the Product and Data Science teams.

Austin, TX

9/2019-1/2020

#### RELIABLE WATER SERVICES

##### Data Consultant

- Utilized R programming language to analyze data and write a report on Reliable's customer base and equipment performance.

Remote

11/2019-12/2019

#### HARVARD STUDENT AGENCIES

##### Account Manager, GroupGear

- Managed high-volume customized orders and managed client relationships through B2B sales.

Cambridge, MA

3/2019-5/2019

### Leadership and Activities

#### PARTISAN SEGREGATION PROJECT

##### Research Assistant

- Match voter file lists to election data to measure segregation between partisans at any level of geography.
- Expand upon existing data wrangling, web scraping, and other "big data" skills using R.

Cambridge, MA

1/2021-present

#### MINDICH COURSE FELLOW: DATA

##### Course Assistant

- Assisted students in lectures and office hours for an introductory data science class using R tidyverse.
- Connected students with policymakers and stakeholders to create high-impact final projects.

Cambridge, MA

8/2020-12/2020

#### HARVARD OPEN DATA PROJECT

##### Contributing Writer

- Analyze Harvard datasets and write articles to increase transparency and bring data-driven insights to campus issues.

Cambridge, MA

1/2020-present

#### SMART WOMAN SECURITIES

##### Associate Member

- Completed the educational comp program by attending weekly meetings to learn financial techniques and research skills.
- Researched and pitched a stock to the investment board to complete the comp program and advance to Associate status.

Cambridge, MA

9/2018-present

#### EATING CONCERNS HOTLINE & OUTREACH (ECHO)

##### Peer Counselor

- Provide confidential support via drop-in hours and hotline for any concerns, with specialized training in exercise, body image, food, eating, and eating disorders.
- Plan and produce outreach events to increase community awareness and foster an understanding campus environment.

Cambridge, MA

9/2020-present

#### STUDENT FACULTY COMMITTEE

##### Dining

- Represent undergraduate students on a board of 5 students and the head faculty of Harvard University Dining Services.
- Worked with the dining faculty to plan and implement allergen labeling for dishes in the dining halls.

Cambridge, MA

10/2018-present

### Skills

**Programming:** R (proficient), Python (basic), C (basic), SQL (basic)

**Skills:** Salesforce, Microsoft Office Suite

**Languages:** Elementary Italian