

Kayla Manning

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HARVARD UNIVERSITY

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

Current GPA: 3.953

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. Captain of Varsity Basketball Team. Student Senate.

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.
- Manage fundraising pipeline(s) to ensure all interaction is tracked and due diligence follow-up processes are maintained.
- 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 in R programming language for the Product and Data Science teams.

Austin, TX

9/2019-1/2020

RELIABLE WATER SERVICES

Data Analyst

- 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 while developing client management skills through B2B sales.

Cambridge, MA

3/2019-5/2019

Leadership and Activities

MINDICH COURSE FELLOW: DATA

Course Assistant

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

Cambridge, MA

8/2020-present

HARVARD OPEN DATA PROJECT

Contributing Writer

- Analyze Harvard datasets in R and write articles with the aim to increase data transparency and bring data-driven insights to campus issues.

Cambridge, MA

1/2020-present

LEADERSHIP INSTITUTE OF HARVARD COLLEGE

Finance and Communications Chair

Teaching Fellow

- Fulfill reimbursements, oversee the budget, and send out communications for the Leadership Institute.
- Teach weekly and monthly leadership workshops to high school students in the greater Boston area.

Cambridge, MA

1/2019-present

9/2018-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

STUDENT FACULTY COMMITTEE

Dining

- Represent undergraduate students on a board of 5 students and the head faculty of Harvard University Dining Services.
- Evaluate current dining conditions and brainstorm ways to improve the student dining experience.
- 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 (advanced), Python (basic), C (basic), SQL (basic)

Skills: Salesforce, Microsoft Office Suite

Languages: Elementary Italian