

Sawyer Knight

1605 Rice Blvd
Houston, TX 77005

I am looking for the opportunity to expand my skills in the financial, investment, consulting, analyst, or management areas of industry or the non-profit sector.

As an Economics Major, Business minor and candidate for a Certificate in Civic Leadership, I believe my education, experience, and career interests are well-suited for the requirements for these types of positions.

These positions require experience in research, evaluation, and leadership in team settings. My experience serving on the Rice Education of the Future Initiative and Innovation in Undergraduate Education and Teaching Excellence Committee has given me the opportunity to qualitatively research and analyze the Rice experience as it pertains to topics ranging from academics to extracurricular and mentorship. My team and I collaborated with thousands of students, faculty, and administration through the construction of surveys, social media campaigns, and themed group discussion. We evaluated peer institutions and developed a formal proposal of quantitatively low and high resources. This has allowed me to hone my skills of developing, synthesizing, and evaluation of analysis in a group setting, abilities that I hope to bring to a position of this type.

In my position as Internal Vice President of McMurtry College, I have acquired skills in databases and the management of large amounts of information with tools such as Microsoft Word, Excel, Access, and Powerpoint. In particular, I am in charge of housing of over 400 students in all aspects from whether or not the students will be on campus and where to house them as well as handling all special cases and accommodations. I have developed distinct communication skills with Housing and Dining on campus as well as with the Residential heads of the college. This has given me distinct practice in problem solving and consultation with large amounts of data and communicating with fellow colleagues as well as supervisors. It develops upon my desire to work in the areas of analysis.

Through my Entrepreneurial Leadership class, I have been able to acquire specific statistical and economic computation pertaining to investment startup companies. In a team of 5 students, we innovated an idea and business model for a potential non-profit educational app, TeachMe for a final project which was pitched to venture capitalists. This experience encompasses my desire to evaluate potential investments or business models that are promising entrepreneurially or in current companies and in the philanthropic realm which is a key aspect of why I am open to the non-profit sector.

During the past three years, I have been able to volunteer through mission work in Haiti and South Africa. In particular, the memory stands out to me is when we served at Rehoboth Orphanage for children who are HIV positive or have AIDS. The work we did there motivates me to continue to provide service and to pursue a career that encompasses an aspect of philanthropic ideas.

I hope to discover a company which encompasses similar ideas to those I am well-suited. You can further explore my resume which provides more details regarding my experiences. I would appreciate a personal interview to learn more about opportunities and to further discuss my qualifications. I plan to follow up within few weeks from hearing from a company to see if a meeting can be arranged. If you wish to reach me, please feel free to call me at (972) 259-0133 or email me at smk8@rice.edu. Thank you for your consideration. I look forward to talking with you.

Respectfully,



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