

# RACHEL KEEFE

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## EDUCATION

### The University of Chicago

Chicago, IL

Bachelor of Arts in Political Science and Economics with a specialization in Business Economics

*Expected Jun 2025*

- Cumulative GPA: 3.90/4.00 | Major GPA: 3.88/4.00 | Dean's List | NCAA Varsity Student-Athlete
- Relevant Coursework: Microeconomics, Macroeconomics, Operations Management, Game Theory, Statistical Methods and Applications, Social Science Research Methods, American Politics, International Relations, Political Theory

### Sacred Heart Greenwich

Greenwich, CT

High School Diploma

*Aug 2017 – Jun 2021*

- Stuart Merit Scholarship Recipient | Cum Laude Society | AP Scholar with Distinction | SAT: 1470

## PROFESSIONAL EXPERIENCE

### Perpetual Capital Partners

Washington, DC

Private Equity Summer Analyst

*Jun 2024 – Aug 2024*

- Family office specializing in private lower mid-market buyouts of U.S. headquartered businesses (AUM >\$2 billion)
- Conducted due diligence on over 10 prospective investments by analyzing market trends, competitors, and synergies
- Performed financial analysis through leverage buyout, discounted cash flow, and comparable company methodologies
- Assisted in all stages of the M&A deal process for a completed transaction in the managed IT services industry

### Parkes Philanthropy

Remote

Business Development & Communications Intern

*Feb 2024 – Jun 2024*

- Researched over 200 aligned non-profits, businesses, and philanthropists to increase Parkes's client base
- Drafted 40 cold outreach and follow-up communications per week to promote consulting and fundraising services
- Organized lead generation in Excel to track the status of partnership growth and calculate conversion rates

### University of Chicago Recreational Facilities

Chicago, IL

Visitor Control Attendant

*Jan 2023 – Present*

- Manage the front desk check-in process in order to enhance guest experience for over 100 visitors per shift
- Develop relations with potential clients as their primary service liaison to increase new membership enrollment
- Operate computer software to organize reservations for gym equipment and facilities

### Westmoor Club

Nantucket, MA

Server

*Summer 2021, 2022, & 2023*

- Served food and beverages at the poolside restaurant catering to approximately 300 members daily
- Managed the POS system with over 70 menu items in front of the house to send to kitchen staff
- Oversaw final dish preparation as a food expeditor to ensure timely delivery of entrees to patrons
- Calculated inventory numbers to produce full stock of food, drinks, and restaurant supplies each day

## LEADERSHIP & EXTRACURRICULAR ACTIVITIES

### University of Chicago Varsity Women's Lacrosse Team

Chicago, IL

Student-Athlete/2x Team Captain

*Aug 2021 – Present*

- Balance a 25+ hours weekly athletic commitment with a full academic course load
- Exhibit strong leadership and communication skills in striving for personal and team goals
- Led the team as the starting goalie to three CCIW Conference Championships and a Sweet 16 appearance (2022)
- Recognized individually as a 2x All-American, 3x MVP, 2x All-Region First Team, 3x CCIW First-Team Selection, CCIW Defensive Athlete of the Year, CCIW Rookie of the Year, 2x CSC Academic All-District, and Elite 26 Award Recipient

### Bite Magazine Writer

Chicago, IL

Staff Writer

*Sep 2022 – Present*

- Craft pitches and articles published every quarter to expose readers to the Chicago food scene
- Collaborate with photographers to capture photos that present an appetizing and fresh aesthetic

## SKILLS & INTERESTS

**Skills:** Proficient in Spanish, Microsoft Word, Microsoft PowerPoint, Microsoft Excel, Final Cut Pro X, R, STATA (basic)

**Interests/Hobbies:** Documentaries, Weightlifting, Travel, Nonfiction Literature, Guitar, Black Belt in Tae Kwon Do