

# NEVA WILLIAMS

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## EDUCATION

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<b>UNIVERSITY OF CALIFORNIA, LOS ANGELES – UCLA</b> <i>Bachelor of Science in Statistics and Data Science, GPA 3.70</i>	Los Angeles, CA Expected Jun 2026
<ul style="list-style-type: none"><li>• <b>Activities and Societies:</b> Club Lacrosse, Sports Business Association, Bruin Sports Analytics, Surf Club, Flag Football, Futsal</li><li>• <b>Technical Skills:</b> R, Python, SQL, Power BI, Excel, Word, PowerPoint, Adobe Acrobat, Tableau, Teamworks App</li><li>• <b>Relevant Coursework:</b> Probability Theory, Multivariable Calculus, Machine Learning, Linear Regression, Data Mining</li></ul>	

## EXPERIENCE

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<b>NATIONAL FOOTBALL LEAGUE - NFL</b> <i>Player Personnel Intern (NFL Management Council)</i>	New York, NY Jun 2025 – Aug 2025
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- Vetted player transactions to produce the Daily Personnel Notice, correcting club errors and enforcing player personnel rules to uphold league-wide transparency and competitive balance.
- Researched 500+ NCAA rosters to identify foreign-born athletes, compiling a database that strengthened international scouting and supported the NFL initiative to expand global talent pathways.
- Built the 2025 Training Camp Directory through direct outreach to all 32 clubs; proofread the NFL Player Personnel Handbook and other league materials.

<b>UCLA FOOTBALL</b> <i>Executive Assistant to the General Manager</i>	Los Angeles, CA Apr 2025 – Present
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- Manage confidential communications on player salaries, contracts, and evaluations, and provide ongoing research on the NIL and revenue-sharing landscape to keep the GM informed and strategically prepared for every meeting.
- Lead the collection of academic records and determine admission eligibility for all prospective student-athletes through collaboration with compliance and admissions departments, presenting results in weekly staff meetings.
- Handle correspondence with top administrators on behalf of the GM, ensure quick communication and follow-through.

<b>Operations and Analytics Intern</b>	Jan 2024 – Present
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- Built UCLA Football's scheduling system, ensuring NCAA compliance and alignment with academic requirements.
- Analyze Catapult tracking data in R to identify statistical correlations between jump metrics and movement indicators and visualize results in ggplot2 for Strength and Conditioning staff.
- Support operations for NFL Pro Day, home games, prospect camps, and official visit weekends, and manage ticket and credential allocation for recruits, high school coaches, and staff families.
- Assist team travel by revising itineraries, compiling IDs, and organizing hotel, flight, and bus assignments.

<b>Performance Nutrition Intern</b>	May 2023 – Jan 2024
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- Supported the performance of UCLA Football athletes by diet and hydration tracking and collaborating with strength staff, contributing to record-low dehydration and injury rates in the 2023 season.
- Prepared individualized smoothies for all 120 athletes after every workout and managed a fueling station with diverse hydration, recovery, and supplement options aligned with athlete nutrition plans.

<b>LOS ANGELES UMPIRE BOARD</b> <i>Referee</i>	Los Angeles, CA Apr 2024 – Present
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- Lead referee for Varsity and JV high school lacrosse games in Los Angeles County, enforce safety and sportsmanship.
- Maintain annual certification through US Lacrosse exams and evaluations; emphasize rules education with athletes and coaches from new and developing programs.

## LEADERSHIP

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<b>UCLA WOMEN'S CLUB LACROSSE</b> <i>President and Student-Athlete</i>	Los Angeles, CA Sep 2022 – Present
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- Lead 16 officers and manage \$50K annual budget; oversee fundraising, scheduling, coaching search, and travel logistics in compliance with strict university and league regulations.
- 3-year starter; 2024 WCLA National Champion; 2025 National Runner-Up; 2x WCLA Academic All-American.
- Recruitment Officer (2024–2025): Evaluated athletic and academic credentials of recruits and coordinated visits, securing several players expected to contribute immediately in 2026.
- Alumni Coordinator (2023–2024): Drove \$13K in fundraising by strengthening alumni engagement and partnerships.