

# Osamu J. Adler

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## EDUCATION

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### Santa Clara University

*Bachelors of Arts and Sciences in Political Science*

**Santa Clara, CA**

*Graduation Date: Sep 2020*

### University of Southern California

*Certificate in Data Science and Analytics*

**Los Angeles, CA**

*Graduation Date: Oct 2022*

## WORK EXPERIENCE

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### Outside Sales Representative

*Farm Fresh to You*

**Los Angeles, CA**

*Sep 2021 - Feb 2022*

- Surpassed weekly and monthly sales quotas through in-person, event, and online channels
- Fostered working relationships with 20+ large-scale community events and event organizers
- Promoted sustainability and health-wealthiness to communities throughout the greater Los Angeles area

### Front Office Manager

*San Gabriel Valley Pregnancy Help Center*

**Alhambra, CA**

*May 2021 - Sep 2021*

- Organized clinic events including largest yearly fundraiser, daily clinic visits such as ultrasounds, and parenting classes
- Implemented new client management system to simplify clinic-client relations and clinic inventory management
- Managed client appointments and improved in-person client experience through daily and weekly updates

## INTERNSHIP EXPERIENCE

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### Sales and Operations Intern

*Trufl Mobile App*

**Los Angeles, CA**

*Jun 2019 - Oct 2019*

- Spearheaded initial weekly contact with 25+ potential restaurants in the greater Los Angeles dining sphere
- Provided in-person assistance and onboarding for 10+ restaurants
- Managed large database of over 1,000 current and potential customers

### Customer Success Manager Intern

*BestFoodTrucks.com*

**Los Angeles, CA**

*Jun 2018 - Oct 2018*

- Lead all key business development for the greater Los Angeles area including 20+ office building/apartment locations totaling 200+ daily food truck orders
- Directly influenced daily growth of existing and new consumer base through online and in-person promotions
- Successfully onboarded 15+ new food trucks and 5+ new food truck locations onto our online app
- Identified and solved key bugs within the order ahead system

### Finance and Market Research Intern

*Europalay Capital Advisers LLC and Morpheus Fund*

**Sherman Oaks, CA**

*Jun 2017 - Sep 2017*

- Conducted due diligence for the on-demand massage market including research of the \$17bn industry
- Accompanied lead investors in client services and client management
- Created in-depth portfolios of the largest massage market players including Massage Envy, Soothe, and Zeel

### Legal and Operations Intern

*Stubbs, Alderton, and Markiles LLP*

**Sherman Oaks, CA**

*Jun 2016 - Present*

- Managed over 15k client files including file separation, organization, and deletion
- Organized holiday client services for over 500+ clients over the past 6 years
- Streamlined attorney-secretarial communications through calendar management and workplace synerization

## SKILLS & INTERESTS

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**Skills:** Excel and Excel VBA, Word, Google Office, Python, SQL, JS, Tableau, AWS, R, CSS, Github, Hubspot, Crunchbase

**Interests & Accomplishments:** Eagle Scout (2014), Theta Chi Fraternity Founding Secretary and Head Recruiter (2017-2020), Huntington Hospital Volunteer (2013-2016), Ronald McDonald House Volunteer, Classical piano and saxophone, Fitness