

Smriti Barla

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TS Clearance with Full Scope Polygraph

EDUCATION

The University of Iowa | Tippie College of Business
B.B.A. Business Analytics & Information Systems
B.B.A. Entrepreneurial Management
Minor Computer Science

Expected May 2021

TECHNICAL SKILLS

Microsoft Office	Python	Agile/Scrum	Slack	Adobe Spark
Microsoft Excel	Java	UI/UX	Asana	Adobe Photoshop
Microsoft Azure	HTML	IntelliJ/PyCharm	Trello	Adobe Illustrator

WORK EXPERIENCE

- Business Analyst Intern:** Federal Bureau of Investigation Headquarters (*Washington, DC*) **June 2019 – Present**
- Assisted with projects involving software design and development within the IT Application Data Division of the FBI
 - Worked in an Agile project management environment alongside business analysts, testers, and developers
 - Created user stories, software application style guides, and maintained weekly progress metrics for the multiple teams
- Campus Manager:** Fresh Prints (*Iowa City, IA*) **Aug. 2018 – Present**
- Managed a custom apparel printing business by developing client relationships on campus and handling apparel orders from start to finish (currently \$22K in revenue)
 - Oversaw entire process including art proofs, price quoting, apparel ordering, invoice payment, and customer relations
- Tippie Peer Mentor:** Tippie College of Business (*Iowa City, IA*) **Aug. 2018 – Present**
- Instructed a seminar for first-year students, directly admitted into the Tippie College of Business, dealing with professional development, LinkedIn, HireAHawk, resumes, Career Center opportunities & resources
 - Coordinated with co-instructors and advisors for weekly lesson plans and office hours for students
- Business Owner:** Under the Bed Boutique & Kozy Korner Wholesale (*Iowa City, IA*) **Sept. 2017 – Present**
- Started an online boutique with Poshmark boutique certification that allowed access to wholesale fashion retailers for clothing and accessories and an online platform through which customers would communicate and purchase
 - Managed website, marketing, inventory, customers, finances, accounting, and sales analytics (\$10K rev in 11 months)
 - Purchased inventory from wholesale retailers, maintained excellent customer service, packaged and shipped items
 - Started a wholesale brand (Aug 2019), contracted with Poshmark, to expand as a retailer for other start-up boutiques
- Program Student Assistant:** UI Admissions (*Iowa City, IA*) **Aug. 2018 – May 2019**
- Maintained databases for the Admissions Office campus recruitment events, Admissions staff, prospective students, and underlying organizations
 - Organized staffing for large campus recruitment events and led interviews for prospective student volunteers
 - Interacted with prospective students and families at recruitment events

LEADERSHIP AND VOLUNTEER EXPERIENCE

- Executive Vice President:** South Asian Student Alliance *Volunteer* **Aug. 2017 – Present**
- Oversaw all organization operations and administrative duties
 - Handled external relations and internal communication between executive board members and tracked weekly progress of all committees
 - Designed website, apparel, flyers, tickets, posters, and coordinated with other student organizations on campus
 - Served as the Director of Graphic Design, and Vice President of Marketing previously
- Competition Manager:** Iowa Andhi (Dance Team) *Volunteer* **Aug. 2017 – Present**
- Choreographed for and supervised the University of Iowa's South Asian Fusion Dance Team by scheduling competitions/performances, booking practice rooms, managing dress rehearsals, and organizing dress, hair, & makeup
 - Handled contracting, competition applications, sound/production materials, national travel, finances, fundraising, marketing, licensing, and external relations for the team
 - Served as Team Co-Captain previously and currently serve as organization Advisor

PROJECTS & EXPERIENCES

- Tippie 21 Under 21** | Awarded for Leadership, Scholarship, Experiential Learning, and Cross-Cultural Experience **Apr. 2018**
- National Retail Federation 2019 Big Show** | Received a scholarship to attend the conference in New York **Jan. 2019**
- Study Abroad: China & London** | Completed Business courses in Beijing, Shanghai, CN & London, UK **Dec. 2018**
- Iowa Startup Games** | Startup competition: Received People's Choice, Marketing, and Sustainability Awards **Sept. 2018**