

YUKA TAKAHARA

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EDUCATION:

University of California, Santa Barbara

Major: Business Economics, Accounting Emphasis

Minor: Japanese

G.P.A: 3.40 Graduated: June 2003

EXPERIENCE:

Business Owner – Barking Chef / One Dollar Dog Toy / Car Facial

Los Angeles, CA

October 2007 – Present

- Researched dog food industry, animal nutrition, and rules and regulations.
- Developed and implemented various marketing strategies.
- Promoting business attending local events, blogs, Ads, fliers, charity events, etc.
- Worked with developer as a visual designer of the website.
- Fulfilled orders of customers.
- Participated in French TV's Animaux featuring dog businesses in Los Angeles.

Social Media – Otozip

Los Angeles, CA

August 2013 – Present

- Creating content for social media platforms
- Providing input on product ideas, design, and user interface.

Operations Manager – CSS Holdings, Inc.

San Diego, CA

April 2005 – October 2007

- Development and implementation of organizational policies, strategies, and practices.
- Managed daily office operations and client relations.
- Supervised sales and marketing plans.
- Created designs and executed all marketing materials.
- Responsible for Accounting: Reconciliation, A/P, A/R.
- Responsible for Human Resource – Payroll and interviewing new hires.
- Attended and exhibited at trade shows nationwide.
- Worked with the management team in the US and China office.

Accounts Payable and Accounts Receivable – Bambo, Inc.

San Diego, CA

November 2004 – April 2005

- A/P and A/R for Bambo Inc. generating \$3.85 million in sales
- A/P for AIM Eyewear generating \$1.05 million in sales.
- Return authorization and claims for Lowe's Program and Wholesale.
- Multitasking, answering phones, e-mails, customer service.
- Assisted the CEO and VP of Sales.

Office Manager – Volvo Rents

San Diego, CA

August 2004 - November 2004

- Assist in organizing the start up of a brand new franchise for Volvo Construction Equipment in San Diego
- Extensive training through Volvo headquarters on their financial computer operating system
- Multitasking of AR, AP, HR, and PR

Account Manager – DMS Communications Inc.

San Diego, CA

January 2004 – August 2004

- Handled business accounts for Fortune 500 clients: SBC, First Horizon, Quill, AT&T
- One of 10 to help expand DMS from Los Angeles to San Diego
- Created own leads, presented, and closed accounts for existing and new client acquisitions.
- Implemented sales strategies to increase SBC, First Horizon, Quill, and AT&T shares.
- Trained and managed new account managers.
- Conducted over 200 interviews.

ACTIVITIES:

Member of UCSB Business Fraternity, Alpha Kappa Psi, 2001-2003

VP of Alpha Kappa Psi 2002-2003

Member of the UCSB Accounting Associations, 2001-2003

Member of USA Gymnastics, 1987-1998