

# Olivia A. Scheuer

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E-Portfolio: <https://community.mis.temple.edu/oscheuer/>

## WORK EXPERIENCE

### Athletes Untapped

**Remote Position**

#### *Growth & Strategy Intern*

*June 2024 – August 2024*

*Sports technology startup connecting parents & kids with private sports coaches for 1-on-1 training.*

- Researched, contacted, & pitched 100+ candidates each week through direct email and social media, with the goal of recruiting them as private sports coaches.
- Wrote extensive marketing copy – 5,000 words each week – for the company’s blog & service-finder pages, which ultimately drove 2x website traffic.
- Sourced & onboarded 50+ potential coach candidates each week through Indeed.
- Managed a backlinks project, emailing 100+ companies/week in the sports technology space
- Collaborated weekly with the founder to learn sales, partnerships, marketing, and small business ownership.

### Chesnut Hill Farmer’s Market

**Chesnut Hill, PA**

#### *Customer Service Representative*

*September 2022 to Present*

- Manage cash register and restock produce presentably
- Increase customer satisfaction with personalized recommendations

### Manor Lu Swim Club

**Dresher, PA**

#### *Snack Bar Attendant*

*June 2022 to September 2022*

- Demonstrate multi-tasking abilities and ensure quality customer service interactions
- Manage all payments and cash and maintain optimal store conditions

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## EDUCATION

### Temple University | Fox School of Business

**Philadelphia, PA**

*Bachelor of Business Administration*

*August 2023 to May 2027*

**Major:** Management Information Systems | **GPA:** 3.9

**Awards:** Dean’s List: Fall 2023, Spring 2024

**Study Abroad:** Temple University Tokyo, Spring 2025

**Selected Courses:** Digital Systems, Data and Analytics, Web Application Development

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## ACTIVITIES

**Member,** Association of Information Systems

*January 2024 – Present*

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## SKILLS

**Software:** Excel, Microsoft Word, PowerPoint, Outlook, Salesforce, Google Sheets, Google Docs

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## POSITIVE REMARKS

*“For any employer looking to hire Olivia, I highly recommend her. I’ve had the pleasure of working with Olivia during Summer 2024, and my company is much better off for it. She’s very detailed, timely, and professional. She goes above and beyond to hit her weekly goals, and always manages to send updates throughout the week so I know she’s on track. Hiring a college intern can be a gamble, but we’re lucky we found Olivia. Having seen the positive impact she’s made at Athletes Untapped, I’m fully confident she will be a great fit at whichever company lands her, and just like my business, they’ll be much better off for bringing her onto the team.”*

- Gene Williams, Founder @ Athletes Untapped