

# IMA KNIGHT

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## SUMMARY OF QUALIFICATIONS

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Results-focused, dedicated student athlete known for work ethic, leadership and team collaboration. Effectively and successfully balances rigorous schedule between academics and athletics. Eager to apply management knowledge, analytical, and detail-oriented skills and work experience to a company as a management intern.

## EDUCATION

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**Marian University, Indianapolis, IN**  
*Bachelor of Science in Management*

**Expected Dec. 2019**  
GPA: 3.82/4.00

### RECOGNITIONS

**Marian University Tennis**

**Aug. 2015 - Present**

- Recruited, selected and granted scholarship to be an integral member of the team.
- Led team to win the Crossroads League NAIA Conference Championship for 2015 and 2016.
- Qualified for NAIA Nationals both freshman and sophomore year competing with top 20 teams in the country.

### ACADEMIC HIGHLIGHTS

**Business Plan Competition, The Byrum School of Business**

**Aug. - Dec. 2015**

- Led team of peers to conceptualize and create “Knight Stand,” a product that stores personal items while asleep.
- Developed business plan and presentation promoting viability of product success and investment for executives.
- Analyzed and computed all financial reports to ensure business is profitable with a ROI for business investors.
- Awarded 1<sup>st</sup> place out of final 4 teams and received startup funds from business executives to operate on-campus.

## RELATED BUSINESS EXPERIENCE

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**Weaver Fundraising LLC, Whitestown, IN- Intern**

**May - Aug. 2017**

- Applied business education to marketing projects, business management situations, and sales in a large business.
- Used human resources skills while managing and responding to thousands of customers via email and phone.
- Managed the Trail’s End Scholarship Program, awarding high-achieving Boys Scouts with college scholarships.
- Enhanced Microsoft skills by creating customer guides and enhanced skills in video editing by creating tutorials.
- Acquired knowledge in real life application of marketing, management, sales, and HR in a real world setting.

**S P Agency Inc., Cincinnati, OH- Summer Intern**

**May 2013 - Aug. 2016**

- Applied business education to multiple projects related to customer service and the insurance industry.
- Assisted owner with customer calls enhancing relationship building skills.
- Served as first point of contact in person and on the phones, directing client to appropriate agent.

**Byrum School of Business, Indianapolis, IN- Business Plan Implementation, BUS 201, CEO & CF**

**Jan. - May 2015**

- Gained knowledge in accounting, finance, marketing, management, and sales through real life application.
- Integrated principles of management and leadership combating challenges of personnel conflict.
- Performed journal entries, general ledger postings, and released final documents including the income statement, balance sheet, statement of cash flows, and retained earnings.
- Met goals of profitability and sales projections paying investor loan before due date.

## ADDITIONAL EXPERIENCE

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**The Club At Harper’s Point, Cincinnati, OH- Tennis Instructor**

**May - Aug. 2016**

- Performed as a mentor and coach, teaching tennis fundamentals to 7-10 year old children.
- Taught sportsmanship and communicated with clarity to students.
- Assessed student’s abilities to tailor teaching techniques and maximize learning and success.
- Communicated with parents and formed relationships with students.

**Washington Township Tennis, Indianapolis, IN- Summer Tennis Instructor**

**May 2012 - Aug. 2014**

- Coached and counseled the game of tennis and exhibited sportsmanship and good citizenship to students.
- Customized training techniques to each student’s knowledge and abilities.
- Awarded the “Kerry Seward Memorial Scholarship Award” to the most outstanding tennis instructor based off of character and attitude.

## ACTIVITIES

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**BuddyUp for Kids, Volunteer**

**Aug. 2013 - Present**

**Western and Southern Tennis Tournament, Volunteer Ballperson**

**Summer 2011 - 2015**