

Emily Bethhauser

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Germantown, WI 53022

EDUCATION

The Ohio State University, Fisher College of Business

Bachelor of Science in Business Administration

Specializations: Finance and Accounting

Minor: Business Analytics

- Honors Business Program
- High School Valedictorian

Columbus, Ohio

May 2021

AWARDS AND HONORS

- North Shore Conference Scholar Athlete
- Lettered Academically- 4.0 GPA for four semesters
- Student of the Month (Physics and AP Calculus BC)

2015-2017

EXPERIENCE

Cafe Hollander

Host

- Improved interpersonal communication skills by greeting guests upon arrival
- Facilitated multitasking ability by balancing the technological management of server rotation and multiple tables at once while accommodating for guest preferences

Mequon, WI

April -August 2017

Cake and Bake

Cashier/Packager

- Strengthened retail management knowledge by organizing and arranging products in a strategic manner for customer purchase
- Developed strong financial skills by handling currency and credit transactions quickly and accurately and balancing the register at the end of each shift
- Advanced communication ability by resolving conflicts in a friendly and professional manner

Menomonee Falls, WI

June 2015 – April 2017

WI Lutheran Child & Family Services, Inc.

Credentialing Assistant

- Expanded medical understanding by completing detailed health insurance forms for providers given their thorough application and records
- Adapted prominent analyzation skills through verifying internal health insurance records
- Acquired office experience by providing a variety of clerical support for accounting department

Germantown, WI

November 2016 – March 2017

INVOLVEMENT

DECA (business organization for emerging leaders and entrepreneurs)

- Hospitality Services- one year international competitor, two year state competitor

2014-2017

National Honor Society

- Intensified passion for community service by logging over 150 service hours

2015-2017

Spanish Honor Society

- Strengthened interest in other cultures by participating in various fundraisers
- Immersed in the Costa Rican culture for two weeks through class trip

2015-2017

Future Business Leaders of America

- Three year state competitor in Business Communications

2013-2017

Emerging Women's Salon

- Advocated and volunteered for disadvantaged women

Physics Tutor

2015-2016

CERTIFICATIONS

HIPPA Trained
2016