

Ritvik Rajeev

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703-839-5822

Summary

A diligent and hard-working freshman at the Ohio State University majoring in information systems and interested in developing a broad skillset in business as well as connecting with professionals in the industry.

Education

Aug. 2019- Present

The Ohio State University (Columbus, Ohio),
Bachelor of Science in Business Administration

- Specialization: Information Systems
- Expected graduation date: June 2023

Sep. 2015 – Jun. 2019

Rock Ridge High School (Ashburn, Virginia),
Advanced Studies Diploma

- Graduated in June 2019
- Business-related Courses: INTRO to Business and Marketing, Sports and Entertainment Marketing, Business Law, and Business Management

Weighted GPA: 4.16 out of 4.00

Unweighted GPA: 3.79 out of 4.00

SAT Superscore (on 1600 scale): 1510

- College-level Courses Taken:

- Took AP World History - Sophomore Year
- Took AP Biology DE, AP Calculus AB, AP English Lang. & Composition and AP Psychology in Junior Year
- Taking AP Calculus BC, AP Spanish Lang & Culture, AP Statistics, Physics DE and English 12 DE in Senior Year

Work Experience

11th grade

Student Tutor, Sylvan Learning of Leesburg, VA

-6 hours per week for 15 weeks

-Youngest tutor in branch history

-Started Spanish department at branch

-Also helped students with various other subjects, such as biology, algebra, and English

-Developed and created a full plan for a free essay writing course for the summer of 2018

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Activities

Autumn 2019

Media, Marketing and Communication Scholars, the Ohio State University

- Teamwork in project groups, enabling acquisition of skills in various media platforms including Adobe Spark and social media marketing
- Extensively researched presentations on technological advancements affecting business

Autumn 2019

Stadium Scholars Program, the Ohio State University

- Various service initiatives around the university's campus, including High Street
- Events designed to develop teamwork skills and educate about modern issues in society, including inequalities in the workforce, micro-aggressions, etc.

Summer between 11th and 12th grade

Marketing Intern, Drivestream Inc.

- 24 hours per week for 4 weeks
- Assisted marketing analyst with creating a client/sales/project database
- Participated in marketing strategy meetings and helped with following up on action items
- Completed a research assignment to identify potential higher education institutions that are candidates for Oracle Payroll implementation
- Completed day-to-day research assignments to retrieve market information

11th grade-end of HS

Community Service Chair, Loudoun Youth Advisory Council

- 7 Hours per week for 10 weeks
- Organized community service events for upcoming months
- Coordinated with organizations in Loudoun County to plan events for YAC
- Led a committee of twenty

11th grade- end of HS

Social Media Manager, Sylvan Learning of Leesburg, VA

- 10 Hours Per Week for 16 weeks
- Managing social media accounts for Sylvan Learning, on platforms such as Tumblr, Facebook, and Instagram
- Sole author and editor of Sylvan Learning of Leesburg college admissions advisory blog
- Found on Instagram @sylvanlearning_leesburg

11th grade only

High School Project Planner, Gumspring Library

- 1.5 hours per week for 8 weeks
- Helped plan social media marketing campaigns
- Helped create a fall initiative to help bring in new visitors to library

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11th grade- end of HS

Student Tutor, National Honors Society

- Volunteered at a wide variety of community service events
- Tutored students at school in math, science, and Spanish

11th grade only

Delegate, Model United Nations

- 2 hours per week for 6 weeks
- Researched modern global issues
- Provided arguments for government initiatives
- Wrote and helped edit multiple position papers.

Summer between 10th grade and 11th grade

Participant, Loudoun Youth Leadership Program

- 48 hours per week, 1 week
- Visited successful businesses/organizations and analyzed business plans
- Interacted with successful entrepreneurs and listened to their methods
- Completed team-building projects with other participants, facilitated by leadership professionals
- Received certificate of completion

10th grade- end of HS

Student Tutor, Spanish Honors Society

- 2 hours per week for 8 weeks per year
- Helped plan and donated to initiatives to help Central American citizens suffering from disasters.
- Tutored dozens of students and helped complete their projects.
- Helped struggling students with learning Spanish concepts

9th grade- 10th grade

Starting Small Forward, AYBL Cavaliers and Lions

- 3 hours per week for 7 weeks
- Helped design effective plays throughout the season.
- Developed teamwork skills and values.
- Five-time game scoring leader.

Honors & Awards

- AP Scholar Certificate (July 2019)
- AP Scholar Certificate (July 2018)
- Certificate of Excellence for Successful Completion of the July Class of the 2017 Loudoun Youth Leadership Program (July 2017)
- Successful Attainment of Math Level J200 in the Kumon Program (January 2015)

Skills

- Advanced understanding of Spanish
- Fluent in Tamil

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- Proficient with Microsoft Office Suite
 - Skilled at tutoring and communicating with youth
 - Ability to work productively in a professional environment
 - Basic understanding of programming language HTML
- Ability to utilize social media to market a business