

ZAYYAN LATIF

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EXPERIENCE

DILIPLOT

San Francisco Bay Area

Co-Founder, Product & Strategy

2026 - Present

- Co-founded and deployed an acquisition-finance diligence workspace for small-business acquisitions, translating fragmented seller documents into source-linked spreads, reconciliations, candidate earnings adjustments, financing scenarios, and report preparation.
- Designed the operating workflow across document intake, missing-item review, financial spreading, reconciliation, adjusted-earnings review, debt-service analysis, downside scenarios, and human approval.
- Led product strategy, buyer and lender workflow discovery, competitive research, and positioning; coordinated technical and go-to-market contributors around auditable, source-linked analyst output.

YOUTH ADVOCATES FOR CHANGE

San Francisco Bay Area

Executive Strategy Team - Operations & Partnerships

April 2022 - June 2025

- Led operations, fundraising logistics, campaign execution, and partner coordination for a youth-led nonprofit.
- Coordinated stakeholder communications and logistics for programming associated with a Women's March event attended by 15,000+ participants; supported a \$25,000 Black Youth Scholarship with Elevate.

BERKELEY BIOLOGICS

Richmond, CA

Financial Accounting Intern

July 2025 - September 2025

- Processed and verified vendor invoices in QuickBooks and reconciled accounts payable transactions against purchase orders, receipts, and supporting records.
- Prepared AP aging and month-end documentation and created an internal-controls presentation covering approvals, documentation, and system transition.

EDUCATION

LAS POSITAS COLLEGE

Livermore, CA

Associate in Science for Transfer (AS-T), Business Administration 2.0

Expected May 2027

Current & Relevant Coursework: Financial Accounting, Managerial Accounting, Business Statistics, Calculus, Microeconomics, Macroeconomics

SELECTED PROJECTS

GTM AGENT SWARM

Independent Project

Approval-Gated GTM Workflow - Sample Data

- Built a founder-controlled workflow for drafting content, outreach, replies, and strategy memos with review queues, model routing, trace logging, and deterministic artifact replay.
- Designed explicit approval gates so drafts remain review-only until a human authorizes external action.

RUNWAYIQ

Independent Project

Startup Finance Simulator - Sample Data

- Built a startup-finance simulator connecting operating assumptions to burn, runway, hiring affordability, actuals variance, weighted pipeline, unit economics, and scenario outputs.

ADDITIONAL EXPERIENCE

SALT & STRAW | *Crew Member* |

San Ramon, CA | 2022 - Present

Support guest service, register transactions, inventory, and opening/closing procedures in a high-volume store.

LEADERSHIP & AWARDS

DECA: International Top 15, Project Sales Management Presentation (2023); California Top 3, Business Operations Research (2024)

FBLA: California 1st Place, Marketing & Sales Case Study (2025); additional state and regional 2nd-place finishes (2025)

SKILLS

Tools: Excel, Google Sheets, QuickBooks, Google Analytics; working knowledge of Python and SQL

Operations: Workflow Design, Process Documentation, Cross-Functional Coordination, Market Research, Competitive Analysis, CRM Management

Languages: English (Native); Urdu and Hindi (Proficient)