

## EDUCATION

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**Non-Target University, College of Business Administration** **City, State**  
*Bachelor of Science in Business Administration* *April 2022*  
Majors: Finance, Accounting, Business Information Systems | Minor: Economics | Certificate: Data Analytics *GPA 3.95*

**Abroad Institute Name** **City, State**  
*Abroad Program Participant* *May 2019*

- Advised Asian startup companies through financial analysis using discounted cash flow and net present value
- Engaged with fellow engineering students as well as Asian C-Suite management to deliver tailored advisory based on the firm's long-term goals

## INTERNSHIP AND WORK EXPERIENCE

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**University Endowment** **City, State**  
*Finance and Accounting Intern* *January 2020 – Present*

- Performed financial analysis utilizing CAPM to find expected return on investment based upon historical data
- Identified fund inefficiencies within the endowment which resulted in reduced returns caused by taxation
- Conducted reconciliation reports of major endowment accounts to ensure proper capital allocation

**Investment Firm** **City, State**  
*Financial Statement Intern* *September 2019 – Present*

- Amended financial allocation of client's capital based upon market fluctuation and quarterly statements
- Coordinated with financial advisors to match the client's financial goals with proper allocation of investment
- Developed streamlined Excel data formats which improved firm understanding and teamworking abilities

**University Residence Life** **City, State**  
*Resident Assistant* *August 2019 – Present*

- Strengthen leadership skills by serving as a role model for 22 first-year students pursuing a career in business
- Advise focused first-year students on academic majors, possible career paths, and positive habit cultivation
- Engage in active training sessions to identify and resolve social conflicts through arbitrated solutions

**Federal Credit Union** **City, State**  
*Consumer Lending Clerk Intern* *May 2019 – August 2019*

- Performed comparable companies analysis to identify areas of overexposure within the consumer lending group
- Utilized PowerPoint to create pitch books for potential clients and special promotions
- Implemented new methods of data evaluation to eliminate wasted time, saving four days of employee labor
- Conducted due diligence for loan approval through the analysis of client information and creditworthiness

## LEADERSHIP AND ORGANIZATIONAL EXPERIENCE

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**Professional Business Fraternity** **City, State**  
*Vice President of Finance* *November 2019 – Present*

- Prepared the annual budget of the organization with projected revenues of over \$20,000
- Maintained an account of all sources of income and expenses for the organization in a standardized system
- Managed the fundraising and audit committee and provided all required reports and obligations to Nationals

**Student Consulting Group** **City, State**  
*Consultant* *March 2020 – Present*

- Participated in pro-bono consulting to assist non-profit organizations across the local community
- Trained to identify areas of weakness and create recommendations through financial and operational analysis
- Presented client deliverables with a team of fellow consultants to address given needs and possible future actions

## ADDITIONAL INFORMATION

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*Proficiencies:* Microsoft Excel, PowerPoint, Word, Bloomberg Terminal | Developing Python Skills

*Certifications:* Bloomberg Market Concepts (Completed), Securities Industries Essentials (In Progress)

*Interests:* Golf, Greek Dancing, Blockchain Technology, Management of a Personal Portfolio