

# First Name

[First.Name@target.university.ca](mailto:First.Name@target.university.ca)

111 Street, Province, Canada, ZIP • (999) 999-9999

## EDUCATION

**Target University** – School Name Faculty of Management, City, Canada September 2012 - Current  
*Bachelor of Commerce, Major in Finance, Minor in Accounting, GPA: 3.42/4.00*

- Relevant Coursework: Investment Management, Applied Corporate Finance, Financial Derivatives, Corporate Finance, Advanced Business Stats, Intermediate Financial Accounting

**College**, City, Canada September 2010 - May 2012  
*Diploma of Collegial Studies in Pure & Applied Science*

- *Dean's Honor List (Top 10% of School)*

## WORK EXPERIENCE

**Construction Company**, City, Canada May 2013 - Current  
*Owner and General Manager*

- Hired, trained and coordinated 24 employees to sale and produce over 400k in contracts in second year of operation
- Led the planning, budgeting and direction of over 100 construction validating ability to handle large workload
- Oversaw resolution of all issues during construction projects using communication and problem-solving skills
- Qualified and took responsibility of competitive subcontractor bids prior to execution of contracts
- Managed and oversaw the different cash flows of the company to insure successful performance of its operating activities

**Startup importation company**, City, Canada April 2014 - Current  
*Cofounder and Business Development Manager*

- Created new revenue opportunities by getting product into retail outlets increasing sales volume and visibility of the business
- Developed business relationship with new oversea suppliers that decreased cost of inventory by over 1000%
- Enhanced value proposition to the end customer by modifying after-sales service achieving an increase in sales and client referrals

**Local Company**, City, Canada March 2014 - August 2014  
*Sales and Marketing Consultant*

- Restructured the company's marketing strategy by identifying and solving problem in canvassing and sales process
- Trained and managed a sales force of 30 employees demonstrating leadership and motivational skills
- Established streamlined systems and processes that increased sales from 1k to 10k a week

## LEADERSHIP AND EXTRACURRICULAR

**University Investment Club**, City, Canada September 2012 - Current  
*Member*

- Participating in NYC Development Finance Conference to increase knowledge of finance tools available for innovative development in communities
- Attending Duff & Phelps 8th Annual Alternative Investments Conference in NYC to gain a better perspective on valuation and trends in the alternative investment industry

**Swimming Canada**, City, Canada January 2008 - August 2011  
*Member of National Swim Team*

- Dedicated over 30 hours a week to training while attending school demonstrating discipline and efficient work ethic
- Won two bronze medals at Junior World Championships held in Geneva proving ability to handle high pressure situations
- Achieved junior national champion five times establishing an athletic track record of consistent performances

## SKILLS AND INTERESTS

**Language Skills:** Fluent in English and French, basic Spanish

**Computer Skills:** Google Adwords, Google Analytics, Microsoft Office Suite

**Modeling:** Completed Wall Street Prep self-study course covering valuation, M&A and LBO modeling

**Certifications:** General contractor's license, National Lifeguard, Emergency level first aid

**Interests:** Backpack traveling, swimming, reading and poker