

# XXX

XXXXXXXXXX, XXXXXX University, XXXXXXXXXXXXXXX  
XXXXXXXXX | XXXXX@XXXXXXXX.edu

## EDUCATION

### Non-target University

Bachelor of Arts: Mathematics and Economics  
• XXX Scholarship XXXX Recipient  
• XXX Award of XXX Program Recipient

Minor: History

May 2017

Major GPA 3.57/4.00

## WORK EXPERIENCE

### Non-target University, Office of President

Name Research Analyst

Place, State

Sept. 2014 – Present

- Perform quantitative and qualitative data research and analysis
- Support [NAME] department to manage datasets and reports to monitor college performance

### Student Startup Consulting L.L.P

HR Intern

Place, State

Aug. 2014

- Identified qualified candidates and reached out to market employment opportunities via social media
- Effectively recruited over 10 [employees] from top universities in the U.S

### Non-target University, Department of Economics

NAME Research Scholar

Place, State

May 2014 – July 2014

- Researched data from National Bureau of Statistics to develop a new methodology of calculating unemployment rate to a more thorough scale
- Designed 4 PROJECT models and calculated the cost of PROJECT for COUNTRY'S government
- Collaborated with 2 team members to generate an in-depth analysis of trends and relevant recommendations for policies and models for COUNTRIES

### Startup Company

Marketing Intern

Place, State

Jan. 2013 – Jun. 2013

- Researched the local [product] market and sourced the [product] offerings of other similar institutes
- Recommended [product] tailored for clients during F2F meetings
- Achieved over \$\$\$\$\$\$ sales record in one month and ranked top 3 among [group name]

## LEADERSHIP EXPERIENCE

### SCHOOL Investment Group

Portfolio Analyst

Place, State

Jan. 2014 – Present

- Perform fundamental analysis for companies to be added to portfolios
- Co-manage two portfolios of over \$120,000 with an average ROR over 15%

### NAME Legal Services

Legal Aid Volunteer

Place, State

Sept. 2014 – Present

- Assist attorneys with preparing materials and filing documents of local courts to maximize their efficiency

### School Club, Non-target University Chapter

Treasurer

Place, State

Sept. 2013 – Sept. 2014

- Prepared and submitted budget requests to the board for approval
- Increased approximately 30% of group funding each year due to efficient budgeting

### Name of Bank Financial Competition “Name”

Participant

Place, State

Apr. 2014 – May 2014

- Developed a basic knowledge of valuation, capital budgeting, risk and return, and security analysis
- Multitasked in a deadline-intensive schedule, ensuring the accurate and on-time completion of all # cases

### Name Consulting Workshop “Name”

Participant

Place, State

Apr. 2014

- Worked with 6 team members to analyze the supply chain and marketing strategy of a blender manufacturer

## SKILLS & INTERESTS

**Technical skills:** proficient in Microsoft Word, Excel, PowerPoint, Publisher, Mathematica, and Social Media

**Languages:** fluent English and Mandarin Chinese

**Interests:** board games, racket ball, swimming, volunteering, and reading