First Name

First_Name@student.uml.edu

Current Address:
WSO Drive
Somewhere , Massachusetts 30550
Mobile:

EDUCATION:

[redacted] **Lowell, MA**

- *Major:* Economics *Minor:* Mathematics *GPA:* 3.55/4.00 *Class of May 2015*
- *Relevant Coursework:* Microeconomics, Intermediate Macro, Principles of Finance, Principles of Accounting
- *Pending Coursework:* Financial Derivatives, Capital Markets, Intermediate Micro, Calculus II, Statistics II
- *Organizations and Awards:* Boston Security Analysis Society (student member), [redacted] Student Finance Society, Dean's List

EXPERIENCE:

Boutique PE Firm **Cambridge, MA**
Private Equity Summer Analyst *June 2014 – August 2014*

- Sourced out potential deals through the use of Avention and Intralinks
- Prepared pitch materials for the leads sourced through Avention & Intralinks
- Produced thorough lines of questions for the partners to utilize in conference calls
- Analyzed teasers/CIMs of private companies with an EBITDA ranging from $3M-15M
- Conducted thorough market research/due diligence on target companies from the teasers/CIMs
- Performed a $2M dollar valuation of assets to support a deal within the property maintenance industry
- Created Excel databases for the proprietary search within the Insurance Brokerage and Medical Billing industries

Large Elite PE Firm **Boston, MA**
Business Continuity Summer Intern *June 2013 – August 2013*

- Utilized Daptiv PMO to thoroughly document the project
- Interfaced with many key executives to acquire key data for the project
- Acted as the main point of contact between [redacted] and the third party contractor
- Utilized Excel to extensively analyze key qualitative/quantitative data for emergency drills
- Drafted a 30 page comprehensive field manual for the Chief Information Officer and key executives

LEADERSHIP:

[redacted] **Finance Society** **Lowell, MA**
Assistant Vice President/Chairman *July 2014 – Present*

- Coordinated with the VP on recruiting new guest speakers
- Assisted the President and VP on producing a 10 page pitch packet to use at club fairs

TECHNICAL/NON-TECHNICAL SKILLS:

- **Languages:** English (Native), Spanish (Limited Proficiency)
- **Knowledge:** Fixed Income, Financial Statements, Basic Modelling, Mathematical Analysis
- **Computer:** Avention, Intralinks Deal Nexus, Daptiv PMO, MS Office, Excel, Word, Power Point, Outlook

HOBBIES & INTERESTS:

- Fire Emblem
- Haute Horology
- Strategic Board Games
- The New York Yankees
- Obtaining the CFA Charter