XXX
XXX
xxx.xxx.xxxx | xx@xx.edu

EDUCATION

XX University   **XX**
Bachelor of Business Administration in Finance   May 2015
- **GPA:** 3.23
- **Honors:** Eagle Scout, Boy Scouts of America
- **Relevant Coursework:** Financial Statement Analysis, Financial Management, Investments, Financial Accounting, Managerial Accounting, Corporate Finance I & II

WORK & LEADERSHIP EXPERIENCE

***School Investment* Fund**   **XX**
Lead Analyst, Technology Sector   December 2012 – Present
- Recommend new investments in the technology sector through equity research while managing existing holdings. The fund controls nearly two hundred thousand dollars of XX University's money, and is managed entirely by student analysts.
- Prepare initiating coverage reports, monitor market conditions and news, mentor junior associates, and follow industry trends. Develop knowledge on relevant topics including financial statement valuation, market research, quantitative and qualitative equity analysis, and financial modeling.
- Recently initiated coverage on Qualcomm Inc., Apple Inc., EMC Corporation, and International Business Machines Corporation. All four companies were purchased by the fund after approval from voting members.

XX University MS Finance Suite   **XX**
Teaching Assistant   September 2013 – Present
- Instruct class of international Masters students on financial technology using Bloomberg Terminal and S&P Capital IQ.
- Responsibilities include developing lesson plans, meeting with students for weekly workshops, providing support during office hours, and grading assignments.
- Bloomberg functions covered this semester include relative valuation, financial analysis, screening, and graphing fundamentals for domestic and emerging market equities.

XX Partners   **XX**
Summer Intern   May 2013 – August 2013
- Worked in Investor Relations supporting fund raising efforts for six private equity firms that specialize in real estate, biotech, banking, and growth equity. Attended weekly firm meetings and interacted with investors on a regular basis.
Relevant Projects:
- Consultant and Prospect Research: Created an electronic database of initial research on investment consultants and potential investors. These documents saved analysts time and effort by providing easy access to new fundraising leads.
- Request for Proposal (RFP): Worked with managing principals in community banking firm to complete an RFP, which was sent to the industry's largest independent investment consulting firm for consideration.
- Investor Classification: Classified existing investors based on legal entity and net worth for each firm's records. The data collected was used to analyze the distribution of different investor types in each fund, which was sent to current and prospective investors.

XX University Economics Department   **XX**
Research Assistant   January 2012 – February 2013
- Located, organized, and presented new research to Professor Dr. XX for an economics publication focused on employee engagement.
- Responsibilities included searching XX University databases, interviewing professors and industry professionals, and assisting in the compilation of the publication.

SKILLS, ACTIVITIES & INTERESTS

Technical Skills: Bloomberg Terminal, S&P Capital IQ, Thomson ONE Investext, S&P NetAdvantage, Preqin, FINsearches
Certifications & Training: Bloomberg Equity Essentials Certification (Fall 2012)
Activities: XX University Investment Association; Member, *Fraternity*