

# JOHN DOE

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## EDUCATION

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### Semi-Target School

West Coast City, STATE

*Bachelor of Arts Candidate, Major in Economics and Minor in Accounting*

Jun 2016

- Cumulative GPA: 3.61, *Dean's Honor List*

- Relevant coursework in Financial and Managerial Accounting, Multivariable Calculus, Micro and Macroeconomic Theory

- Alpha Lambda Delta Honor Society and Phi Eta Sigma Honor Society Member

### High School

Small Town, Canada

*High School Diploma, Graduated with State Honors*

Sept 2008—Jun 2012

- SAT I: 2300 (Math: 800; Writing: 800; Critical Reading: 700), SAT II - Math IIC: 800; Molecular Biology: 750

- International Baccalaureate Diploma – 37/45 (90<sup>th</sup> percentile), Ontario “Top Six” GPA: 96%

- Placed in the top 25% of participants in several miscellaneous math contests held by a large Canadian university

## WORK EXPERIENCE

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### Boutique Investment Bank

West Coast City, STATE

*Investment Banking Analyst Intern*

Starting Sept 2013

### Lower Middle-Market Private Equity Firm

West Coast City, STATE

*Private Equity Summer Analyst*

Jun 2013 – Current

- Screened potential targets for strategic acquisitions, recapitalizations and other transactions by client companies and private equity firms through revenue, product/service compatibility, ownership, and industry association using CapitalIQ and Hoovers

- Profiled over 400 private companies by researching revenue, EBITDA, valuation expectations, and capital structure

- Gathered raw financial data from live conference calls to create simplified financial statements for analysis by clients

- Created pitch materials for target potential portfolio companies of a \$1.4bn private equity firm using Microsoft PowerPoint

### Top 5 Consulting Firm

Random Location, STATE

*National Leadership Conference*

Jul 2013

- Selected as one of 8 national finalists for a financial services and leadership development conference at XXXXXX

- Formulated and presented case study solutions featuring ERP/SaaS implementation and HR alignment to senior executives

- Instructed by XXXXXX professionals in seminars about human capital consulting and other financial service offerings

- Performed a community service event for underprivileged children and engaged in business communication workshops

### Small Hedge Fund

Overseas

*Hedge Fund Summer Analyst*

Jun 2011—Jul 2011

- Researched stocks using analyses of financial statements, technical indicators, financial ratios, and macroeconomic trends

- Constructed theoretical payoff models with strategies such as delta-hedging, pairs trades, covered calls, and butterfly spreads

- Examined day-to-day trading activity on the company's proprietary trading software

## LEADERSHIP

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### Business Fraternity

West Coast City, STATE

*Pledge Class Secretary, General Member*

Sept 2012—Current

- Worked collaboratively with a team of 8 to create and present a mock business plan presentation for 50+ active members

- Organized a professional career development event with a speaker from XXXXXX and drew an audience of 80

- Successfully executed various community service events such as a canned food drive as well as a beach clean-up

### Semi-Target School's Student Government

West Coast City, STATE

*Presidential Intern*

Jan 2013—Jun 2013

- Selected as one of 17 Presidential Interns from a competitive applicant pool of over 100+ undergraduate students

- Served weekly office hours in the XXXXXX, 1 of 13 offices that manage a \$4mm budget for student affairs

- Collaborated with other interns in the planning and execution of enjoyable, recreational events targeted at college students

### Dorm Floor Government

West Coast City, STATE

*External Vice President*

Sept 2012—Jun 2013

- Evaluated weekly proposals concerning allocations of a \$13,000 budget designed for planning dormitory social activities

- Communicated information regarding on-campus events and services to residents of the XXXXXX building

- Advocated the opinions of individuals living in XXXXXX at weekly meetings on matters of residential life

### Non-Profit

Large Canadian City, Canada

*Executive Board Member*

May 2010—May 2012

- Orchestrated a city-wide charity scavenger hunt event comprised of several prominent, famous public spaces in XXXXXX

- Spearheaded fundraising operations and budget management generating over \$15,000 since 2007 to 3 youth shelters

- Implemented a new budgeting strategy that resulted in savings of \$5,000 that has continued to be used after my term

- Coordinated with public workers and local politicians at the City of XXXXXX and led over 300 volunteers and participants

## OTHER

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- **Interests:** Guitar, Football, Weightlifting, Singing, Ultimate Frisbee, Trombone, Business Frat, Semi-Target Athletics

- **Awards:** XXXXX Consulting Challenge 2013 - *Semi-Finalist*, XXXXXX Scholar, XXXXX Sci-Tech Fair - *Bronze Medal*

- **Skills:** Proficient in Microsoft Office Suite and Windows Movie Maker, Conversational Mandarin and Basic French