

NAME

Street 1
Megacity One

email@internet.com
(+555)-555-555-5555

EDUCATION

Target University

- Candidate for Master of Science in Finance
- Cumulative GPA 26/30
- Relevant Coursework: xyz

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Graduation: Month 20xx

Target University

- Bachelor of Science in International Economics and Management
- Graduation Grade: 100/110
- Relevant Coursework: xyz

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Graduation: Month20xx

PROFESSIONAL EXPERIENCE

Fund Placement Agent

Analyst

- Contacted potential institutional investors for fundraising of 4 alternative investment funds totaling €2 billion
- Created reports for the management and clients presenting the outcome of the fundraising process
- Participated in meetings with the fund managers
- Wrote monthly reports presenting the market for infrastructure debt funds and private debt funds to be presented to institutional investors

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Month 20xx – Current

Fund Placement Agent

Research Intern, Private Equity & Venture Capital Advisory Team

- Researched potential VC investors in Europe. Created a database of 300 potential investors to be targeted by the Sales team for the placement of a €100 million European Life Sciences Venture Capital fund
- Researched VC funds closed in Europe in the previous 24 months and their respective investors
- Drafted PowerPoint presentations for fund managers including the size and type of institutional investors in the different geographical markets of Europe
- Assisted the Advisory team in the preparation of investor marketing material (teasers, management presentations and blind profiles)

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Month 20xx – Month 20xx

Bulge Bracket Bank

Participant, Related Workshop

- 1-day event aimed at introducing students to the world of Sales
- Analyzed several company profiles and selected the best investment opportunity
- Presented a sales pitch to a committee composed of senior bankers, HR recruiters and other students

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Target University

Tutor of Finance Related Topics

- Assisted professors during curricular and extracurricular courses (Matlab, Excel advanced) and with other activities related to IT teaching
- Organized tutoring sessions for classes of 90-100 students without the participation of a professor.
- Helped students prepare the necessary exercises for passing the end of the course exam.

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Political Association

President of the Student Association, Advisory Board

- Organized one of the most successful university level simulations of the United Nations, with over 150 participants from 37 different countries
- Selected the topics to be debated in the 5 different simulated committees and prepared study guides to be used by the delegates for their preparation
- Planned, developed and implemented an operational plan for the chair persons to ensure an unobstructed workflow during the conference

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SKILLS & ACTIVITIES

Computer: Microsoft Office, Oracle, C++, MATLAB
Languages: Many
Activities: XYZ