

John Doe

jdoe@xx.edu | M: (333) 333-3333 | address

Education **SICK UNIVERSITY** **CITY, STATE**

B.S. in Management Science and Engineering with Minor in Philosophy, Anticipated December 2016

GPA: 3.6/4.0

- Course Work: Probabilistic Analysis, Financial Accounting, Programming Methodology, Microeconomics
- Activities: Debate Society, Pre-Law Society, CO-SIGN Exec. Board, Energy Service Corps

Experience **HEALTHCARE SOFTWARE STARTUP** **CITY, STATE**

Business Development Intern, November 2013 – Present

- Conduct price transparency market research; pursue business competitions and grant opportunities while spearheading “Project Free Money;” synthesize research on Maryland’s single-payer system and nationwide healthcare co-ops; reach out to various investors, physicians, and transparency industry leaders to facilitate dialogue with founders; satisfy certain recruiting needs
- Evaluate accelerator and incubator options based on investment structure and equity stake; assemble and submit applications based on founders’ input
- Guided company to finalist round at certain product competition, won certain category; ensured company was named group winner of certain contest

MICROFINANCE COMPANY **CITY, STATE**

Intern in New Business Development, June 2014 – December 2014

- Prepared research briefs on: capitalization and fundraising strategies of peer microfinance firms; industry trends surrounding microlending for agricultural, energy, and other consumptive purposes; results of pilot project for Jordanian youth; and mobile lending in Nigeria and other African nations
- Supported recruiting for inaugural Director of Development and other positions by cataloguing elite headhunters and extensively researching prospective candidates in addition to supervising job descriptions and postings
- Assisted in development efforts by profiling and obtaining contact information for CSR and giving professionals from Fortune 100 companies, including written reports and outreach

CHILDREN’S HOSPITAL **CITY, STATE**

Intern in Quality and Patient Safety, June 2013 – September 2013

- Observed and documented baseline intake and treatment procedure for multidisciplinary outpatient clinics including the Center for Down Syndrome, the Child Development Unit, and the Family Planning Clinic
- Collected and analyzed logistical data for outpatient clinics toward value stream maps and recommendations for improving patient care and clinical efficacy
- Helped guide clinical reform and recombination through data-driven dialogue with quality improvement professionals, hospital administrators, and pediatricians

Community **YOUTH LGBT GROUP** **CITY, STATE**

Service **Treasurer, September 2012 – February 2014**

- Reconciled expenditures and income of youth-operated LGBT nonprofit, prepared taxes, and developed long-term financial strategy
- Served on Board of Directors, advertised and recruited locally, set organizational LGBT policy, and monitored preparations for the annual Summit
- Selected and implemented the organization’s first comprehensive bookkeeping system

YOUTH DEBATE **CITY, STATE**

Community Outreach Leader, September 2012 – November 2013

- Designed and presented lesson plans, prepared briefs and cases, and organized practice debates for a charter school team coached exclusively by Stanford students
- Assisted students in recruitment efforts, networked with other urban debate teams, and supervised team’s entrance into intrastate competitions

Languages & Skills

- Conversant in Spanish (7 years of study)
- NOLS graduate, Wilderness First Responder; Outdoor Emergency Care and CPR-licensed ski patroller