

[Name]

[Phone Number]

[email address]

[City, State, Zip Code]

Education

[Ranked Undergrad business school], [City, State]

Bachelors of Business Administration in Finance

GPA: 3.00/4.0

Relevant Course Work

Corporate Finance

- Financial instrument valuation with a focus in stocks and bonds
- Analysis of valuation methods, including CAPM and book value method

Quantitative Analysis

- Calculating volatility in financial instruments
- Financial modeling techniques with Excel

Risk Management

- Analysis of hedging techniques
- Study of financial "Greeks" and how to discern information from them

International Finance

- Calculating exchange rates and money transfer costs in international transactions
- Technical and fundamental analysis of international currencies

Work Experience

Futures Advisor, [Boutique Commodity Brokerage]

March 2013- August 2014

- Raised new equity for affiliated Commodity Trading Advisor (CTA) programs and prospected hedging accounts for in-house advisors, with a focus on the agriculture market and high net worth clients
- Constructed futures contract-based financial portfolios for clients, with use of financial leverage and uncorrelated sectors of futures contracts
- Managed social media content, as well as distributed news articles for brokers. Averaged over 600 article views online per broker
- Organized panel discussion events hosted in multiple US cities. Prospected asset managers to attend events from cities like Charleston, Chicago, Denver, Miami, and San Francisco

Social Media Strategist, [Startup Digital Marketing Agency]

Sept - December 2012

- Performed SWOT analysis for client companies
- Created social media marketing campaigns for small- and mid-sized companies in the [Major US City] area
- Promoted [*How to use a social media site for business purposes book*] by author [____]
- Booked public speaking opportunities for [author] in global cities such as Chicago, Cleveland, Toronto, and Stockholm, Sweden

Sales Associate, [Mid/high priced national clothing store]

July -October 2012

- Helped clients find appropriate style choices
- Registered 5 credit card sign-ups per month
- Became a member of flagship store team, with store sales averaging over \$25,000 each week

Qualifications & Skills

- Advanced understanding of Microsoft Office Suite: Word, Excel, Outlook, Access, PowerPoint
- Series 3 (National Commodity Futures) license
- Completed [Largest and oldest Futures Commission Merchant firm] Broker Trainee Program
- Proficient in HTML 5 and CSS programming languages