

Skinnayyy

Address

Mobile: Phone Number | Email: Email Address

EDUCATION

Fordham University

Master of Business Administration in Finance

New York, NY

April 2016

- GPA: 3.80
- Member of the Fordham Finance Society

Local Michigan University

Bachelor of Science in Computer Science

City, MI

April 2012

- Studied abroad at the Beijing Jiaotong University; Completed financial analysis consulting projects with classmates and Chinese students

WORK & LEADERSHIP EXPERIENCE

Trading Firm

Trade Assistant

New York, NY

July 2013-Present

- Assist branch manager with day to day trading duties and update clients on their accounts
 - Create daily market research reports that are to be sent to clients
 - Type documents for senior investment banker
 - Research and create new hedging strategies
 - Organized Risk Management Seminar for clients from Israel.

Art School

IT Support Analyst

New York, NY

August 2012-July 2013

- Provided ongoing technical support for staff, faculty and students through ticket reporting
 - Implemented "Bring Your Own Device" policy that reduced cellular phone costs by 50%

Wealth Management Firm

Investment Analyst Intern

City, MI

August 2011-January 2012

- Increase revenue by attracting clients, assisting them through the process of opening an account, and account maintenance
 - Developed strategy for marketing to new prospective clients through fund raising events and promotions. Ex. Sponsoring a hole for a golf outing that attracted 3 clients
 - Assisted Managing Partners with market valuation analysis and portfolio construction
 - Produced pitch books for prospective clients
 - Organized investment workshops and webcasts for potential clients

Engineering Firm

IT Support Analyst Intern

City, MI

March 2011-August 2012

- Complete Tier I to Tier III IT work along with other responsibilities.
 - Assisted Financial Analyst with financial reporting through Excel and SQL queries

Credit Union

Member Service Representative and Saturday Supervisor

City, MI

March 2008-March 2011

- Created revenue for the credit union by maximizing the number of loans and investments from members.
 - Partnered with in-house financial advisor to advertise and sell investment options
 - Used "Know Your Client" methodology to provide mutual funds and annuities to clients
 - Underwriter for small business and personal loans
 - Supported management by creating monthly schedule and balancing at end of day

SKILLS, ACTIVITIES & INTERESTS

Activities: Hockey, Soccer, Golf, Snowboarding, Working on cars, Riding motorcycles.

Relevant Skills: Microsoft Office suite including Access, as well as VBA, SQL, C, C++, and Java

Licenses: FINRA Series 3