

# John Doe

Insert Road Here • XXX • XXX  
(M): 123456789 • john.doe@gmail.com

## EDUCATION

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### Target University

City, Country

*Honors in Economics and Finance*

2012- Expected 2015

- **Major GPA:** 3.5/ 4.0; SAT Mathematics II: 780, SAT Physics: 740
- **Relevant Coursework:** Intro to Financial Accounting, Finance 1, Economic Statistics (Honors), Microeconomics (Honors), Macroeconomic Theory, Econometrics, Real Estate Finance

### High School

Asia

*International Baccalaureate*

2010-2012

## WORK EXPERIENCE

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### Major Energy Trading Firm

Asia

*Credit Analysis Intern*

July – August 2013

- Supported the credit manager and team by concluding credit limits of deal flows up to USD 50 million
- Developed an understanding of how the financial market and macroeconomic activities generate risk exposure that consequently affects the credit ratings of companies
- Gathered required information in order to write credit analysis reports by utilizing public tools (e.g. Bloomberg, Moody's), Reuters and financial statements
- Analyzed the financial ratios of the corresponding companies and carried out comparable companies analysis to investigate its financial standing
- Assigned credit risk ratings to company in accordance with Mercuria's Scoring Model; submitted recommendations to senior management

### Smaller oil firm

Asia

*Accountancy Intern*

June- July 2012

- Underwent a 1-week training pertaining to basic accounting skills including concepts of credit and debit accounts and various income statements
- Generated and reviewed financial statements, such as consolidated balance sheets and profit and loss statements, in accordance with the US GAAP
- Performed general office duties and administrative tasks

## LEADERSHIP EXPERIENCE

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### Provincial level of business club

City, Country

*Vice President of Sponsorship*

Nov 2012-Present

- Working closely with the Vice President of Finance in determining a financial budget for the provincial competition and reaching out to firms for sponsorship
- Developing a sponsorship package by utilizing Adobe Photoshop and pitching the package to potential sponsors
- Recruiting sponsors for events and organize the networking and professional development component of DECA U Quebec competitions

### University level of the same business club

Target University

*Vice President of Sponsorship*

September 2013- Present

- Responsible for actively recruiting sponsors to fund <business club>, and also to secure other sources of revenue
- Recruit sponsors for events and organize the networking and professional development component of <business club> competitions such as Boston Consulting Group and Kaplan
- Managing a sponsorship team consisting of 3 other members with duties of cold-calling firms for sponsoring major <business club> competitions

## SKILLS, ACITIVITIES AND INTERESTS

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**Skills:** MS Office, Thomson Reuters Eikon, and Adobe Photoshop

**Languages:** English (Fluent), French (Basic)

**Interests:** Graphic Designing, Photography and Literature

**Activities:** Unicef, <University> Investment Club, <University> Consulting Club