

XXX XXXX
Email | Phone # | City, State

EDUCATION

Non-Target Major University

City, State

*Bachelor of Science in Business Administration, Finance Major
Statistics Minor, Economics Minor*

Expected May 2024

- Cumulative GPA: 3.9/4.0; Major GPA: 4.0/4.0
- Dean's List all semesters

WORK & LEADERSHIP EXPERIENCE

Small, Local Investment Bank

City, State

Investment Banking Summer Analyst – Public Finance

May 2022 - Present

- Created financial models using Excel to facilitate alternate structures in bond and lease financings
- Analyzed financial statements, client capital structure, debt capacity, outstanding bonds, and cash flow projections to determine available opportunities regarding issuing, refunding, or prepaying debt
- Assisted in developing proposals and the analysis associated with proposals to governmental entities including cash flow projections, scenario models, and pitchbooks
- Managed multiple projects at once and able to navigate through workload with prioritization
- Computed the maximum allowable debt issuances for no tax-levy increases and tax-levy increases

University Investment Club

City, State

Upper-Level Member

Aug 2020 - Present

- Selected to be an Upper-Level Member of the group after interviewing and demonstrating strong technical knowledge and interest for finance and banking
- Built DCF models and comparable companies analyses while developing stock pitch presentations for the group's \$100,000 equity portfolio
- Attended networking events and corporate visits with alumni to learn about their experiences in investment banking, private equity, and other careers in the financial services industry
- Obtained technical knowledge in valuation methodologies and other intricacies of competitive finance & banking careers

XXX Fraternity

City, State

President

Nov 2021 - Present

- Elected by a 130-man organization to oversee and manage the vision of the organization
- Responsible for managing and budgeting \$1 million of annual chapter funds including approving all expenditures, overseeing the collection of all payments, and contacting all associated parties
- Led an executive team of 8 members to meet our requirements and achieve our goals through delegation, team building, and goal setting
- Acted as a liaison to presidents of other chapters, university staff, the Dean of Students, and alumni
- Oversaw and led weekly chapter meetings and weekly executive board meetings

SKILLS, ACTIVITIES & INTERESTS

Honors: ACT Perfect Score Scholar (36/36), XXX School Scholar

Skills: Proficient in R, SAS, Excel, Word, PowerPoint

Training: In-person XXX course covering Accretion/Dilution, M&A, and LBO modeling

Interests: Baseball Team, Fitness, Weightlifting, Fantasy Football, Poker