

EDUCATION**XYZ University*****Bachelor of Science in Business Administration; Finance Major*****USA***Class of 2018*

- Cumulative GPA: 3.39/4.0; Major GPA: 3.6/4.0
- Dean's List: Fall 2015, Spring 2016
- Relevant Coursework: Principles of Finance, Principles of Economics, Financial/Managerial Accounting, Business Law, Investments, Advanced Managerial Finance, Macro Theory, Business Communications

WORK EXPERIENCE**S&P 500 REIT****USA***Real Estate Operations Intern**June 2016 – Aug 2016*

- Attended pricing calls and assisted community by performing industry and competition analysis in Rainmaker LRO
- Built spreadsheets to reduce the time spent throughout the leasing and renewal process
- Supported leasing team in gaining and maintaining leased units above 95% utilizing software such as Salesforce and MRI

Small PE Firm**USA***Private Equity Research Analyst**March 2016 – May 2016*

- Sourced deals ranging from \$2mm to \$20mm for local private equity firm
- Built and organized spreadsheets for comparable companies' research
- Presented competition and industry analysis information to management

XYZ University**USA***Records Office Assistant**Sep 2015 – Dec 2015*

- Assisted in collecting, organizing, dissemination, and retention of all prospects' academic information
- Facilitated all aspects of the admissions process – from transcripts to university acceptance

Fortune 500 Company**USA***Wealth Management Internship**June 2015 – Aug 2015*

- Shadowed an experienced financial team gaining in depth knowledge of asset management, database research and selling tactics
- Responsible for daily client relationship responsibilities
- Collaborated with advisory team in implementing marketing tactics

LEADERSHIP**Alpha Kappa Psi***Master of Rituals*

- Schedule all ritual practices and preparation meeting and assure complete preparation of all necessary materials, personnel, and facilities
- Serve on the executive board to support all members and report to chapter advisors

Key Club*Vice President*

- Organized and headed student service, character building, and leadership opportunities
- Raised over \$2000 for the Eliminate Project to help moderate maternal/neonatal tetanus in third world countries

ADDITIONAL INFORMATION

Awards: Wegman's Scholarship, Army Reserve National Scholar Athlete, Career & Tech Seal, IB Certification in Business, Bobby Bowers Scholarship, Early Scholar Candidate, Service Cord

Computer: Proficient in Excel, PowerPoint, Factset, Salesforce, Rainmaker LRO

Interests: Golf, Fantasy Football, New Smartphone Technology, Finance Podcasts