

# John Smith

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New York, NY 10017

111.111.1111

## EDUCATION

### Non-Target School

*Bachelor of Business Administration in Management; Finance Concentration*

**New York, NY**  
*Class of 2016*

- Cumulative GPA: 3.8/4.0
- Dean's List all semesters, Men's Tennis Team Captain, Beta Gamma Sigma Honor Society, Academic Scholar Grant
- Relevant Coursework: Financial Accounting, Investment Analysis, Financial Statement Analysis, Managerial Finance, Analytical and Statistical Modeling, Economics, Money and Banking

## WORK EXPERIENCE

### PE Firm

*Private Equity Intern*

**New York, NY**  
*January 2016 - Present*

- Search for potential property acquisitions, short-term bridge loan opportunities and potential non-performing loan purchase with a focus on five boroughs
- Analyze and conduct due diligence on potential property acquisitions, short term bridge loan opportunities and potential non-performing debt purchases with a primary focus on multi-family, retail and mixed-use properties

### Boutique Bank

*Investment Banking Winter / Spring Analyst*

**New York, NY**  
*January 2016 - Present*

- Involved in all aspects of transactions including initial due diligence, financial modeling, production of Confidential Offering Memorandums and preparation of marketing materials for potential clients
- Assist in crafting 3 statement model for consumer business looking for \$10 MM equity capital raise

### Boutique Bank

*Investment Banking Fall Analyst*

**New York, NY**  
*September 2015- December 2015*

- Involved in all aspects of transactions including initial due diligence, financial modeling, production of Confidential Offering Memorandums and preparation of marketing materials for potential clients
- Responsible for performing comparable company and precedent transaction analyses in Excel for healthcare companies
- Utilized Capital IQ and PitchBook to look for debt and equity investors in healthcare businesses

### Country Club

*Tennis Professional*

**New York, NY**  
*June 2015 – August 2015*

- Taught lessons and clinics to members and guests of country club
- Responsible for maintaining, repairing and cleaning tennis courts
- Purchased and maintained adequate beverage and supplies inventory

## ADDITIONAL INFORMATION

*Skills:* Fluent in Russian

*Volunteering:* Cans For Cancer Program

*Modeling:* Completed BIWS self-study course covering valuation, M&A and LBO modeling

*Computer:* Proficient in Excel, PowerPoint, Capital IQ

*Interests:* Soccer, Running, Traveling