

## EDUCATION

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### University of Miami

*Bachelor of Business Administration in Finance*

**Coral Gables, FL**

December 2012

## SKILLS, CERTIFICATIONS & INTERESTS

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**Languages:** Fluent in French and Spanish; basic Portuguese

**Certification:** Level I CFA candidate (December 2013)

**Training:** Thomson One, Bloomberg, Excel

**Interests:** Tennis, kite boarding, golf, languages, paddle-boarding, and financial markets

**Citizenships/Residency:** European Union, Peru, and United States

## PROFESSIONAL EXPERIENCE

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### Merrill Lynch

*Summer Intern - Wealth Management*

**Miami, FL**

May 2012 – August 2012

- Compiled and prepared client portfolios for the manager's quarterly review meetings by updating investment returns, writing summaries of the status of the markets, and categorizing investments in their respective classes
- Developed a database which helped streamline the process of preparing client portfolio reviews by minimizing the possibility of human error and reducing the time needed for completion
- Analyzed and reported recommendations on mutual fund and ETF investment prospects using Bloomberg and Merrill Lynch systems by referencing relevant data

### Consulate General of France

*Summer Intern - Economic and Press Division*

**Miami, FL**

January 2012 – June 2012

- Worked under the direct supervision of the Consul General to support matters of economic interest
- Conducted research and analysis of French companies in the state of Florida
- Provided translation assistance and document proof-reading
- Conducted interviews with local business leaders to further develop and strengthen relationships

### Genesis Investment Advisors

*Summer Intern - Investment Management*

**Miami, FL**

March 2011 – August 2011

- Assisted traders in buying and selling securities, re-balancing portfolios, and gathering market data
- Prepared and verified the accuracy of trade blotter prior to the Securities and Exchange Commission's audit
- Conducted client research, performance reviews, net worth calculations, account allocations, and assisted in the prospecting of new clients
- Assisted both the Chief Compliance Officer and analyst in completing day-to-day compliance and administrative tasks

### The Regus Group

*Client Services Representative*

**Miami, FL**

March 2007 – April 2009

- Increased revenues of the center by actively upselling/cross selling products and services
- Served clients with basic technical issues, presentations, network troubleshooting, scheduling meetings, and administrative tasks