Name

Address | City, State 00000 | (xxx) xxx-xxxx |
Email@email.com

EDUCATION

Non-Target University City, State
Bachelor of Science in Finance Graduation Date: 2014
GPA: 3.1/ 4.0

WORK EXPERIENCE

Fixed Income Shop City, State
Client Reporting Associate Month 2014 – Current
- Built pitch-books that included the market and firm outlook, portfolio and benchmark performance, risk characteristics and portfolio managers strategic goals for the fund
- Worked closely with the investment grade corporates and high yield desks to complete ad-hoc client reports and due diligence questionnaires
- Identified areas to improve reporting efficiencies by building custom reporting templates utilizing Excel macro's and proprietary software
- Interacted with over 60 institutional clients by responding to daily, weekly and monthly inquiries

District Attorney's Office City, State
Forensic Accounting Intern, Money Laundering & Tax Division Month 2013 – Month 2013
- Introduced Benford's Law as an audit and statistical tool to determine suspicious activity
- Maintained open communication with major banking institutions to receive all required documents to support 4 investigations
- Audited over $2 Million in bank statements, checks and tax records
- Created multi-year financial statements, utilizing excel pivot tables, to construct probable business activity

LEADERSHIP EXPERIENCE

Student Managed Investment Fund City, State
Lead Student Analyst Month 2014 – Month 2014
- Researched financial data on various equities and mutual funds using FactSet and Bloomberg software
- Constructed financial models and forecasted financial statements for 2015 and thereafter
- Utilized the Dividend Discount Model, Capital Asset Pricing Model, Discounted Cash Flows and Relative Valuation to determine the intrinsic value of our assigned company (Company B)
- Created written and oral reports to recommend withholding purchase of Company B.

CFA Equity Research Challenge City, State
Student Analyst Month 2013 – Month 2014
- Prepared an equity research report on Company A, and presented findings to a panel of investment industry experts
- Analyzed 10 years of 10-K's to uncover material information that could impact future earnings
- Determined Colgate-Palmolive's stock to be undervalued by 15% by using equity analysis techniques

SKILLS, ACTIVITIES & INTERESTS

Languages: Conversational Proficiency in Language
Technical Skills: Proficiency in Factset, Bloomberg Terminal, Microsoft Office and Blackrock Risk Tools
Activities: Non-Target University Economics & Finance Club; 2012 Handball World Championship