

Name

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SUMMARY OF QUALIFICATIONS

- 2 years experience developing business expansion models, potential revenue outcomes, and likely partnerships proposals.
- Experienced leading small teams of coworkers and classmates
- Technical skills include Microsoft Access, Excel and PowerPoint

EDUCATION

Associate in Applied Science Business Management Month 20xx
Ensign College Salt Lake City, Utah
GPA: 3.7, Dean's List

Relevant Course Work:

Fundamentals of Investing	Business Statistics	International Trade Policy
International Monetary Relations	Money & Banking	Monetary Theory & Policy

EXPERIENCE

Investment Analyst Month 20xx – Month 20xx
Organization/Company City, State

- Analyze potential investments and perform due diligence for an \$8.5M international impact investing venture fund.
- Conduct market research as well as market sizing, competitive landscape and industry analysis, and finance and business model analysis to develop and pitch ~60 page investment memos.
- Quantitatively evaluate investments' social & environmental impact in emerging markets

Finance Intern Month 20xx – Month 20xx
Organization/Company City, State

- Provided profitability analyses and consulting services for 6 microfinance businesses.
- Conducted focus groups with ABC Microfinance Bank to discuss operational efficiency and profitable financing opportunities within the community.

Sales Associate Month 20xx – Month 20xx
Organization/Company City, State

- Evaluated product profit margins and implemented employee training program to increase promotion of higher margin products resulting in a 35% revenue increase.
- Generated daily sales expectation charts for department and individual employees from budget projections.

ACTIVITIES

Board Member Month 20xx – Month 20xx
Economics Department Student Advisory Committee City, State

- Directed and planned programming featuring campus staff and faculty on topics such as careers in international studies, learning abroad and finding your emphasis.

Role/Title Month 20xx – Month 20xx
Volunteer/Student Club Organization City, State

- Planned and implemented programs to assist transfer students in transitioning into the university