**EDUCATION**

**Name**

Address • Phone • Email

**Rutgers University – Rutgers Business School New Brunswick, NJ**

*Bachelor of Science in Finance & Minor in Economics* Expected: May XXXX

 **Cumulative GPA:** 4.0/4.0

 **Honors & Awards:** Academic Excellence Award (top 10% of graduating class), Vito D’Orio Memorial Scholarship, Dean’s List

(All semesters), ODE: Economic Honors Society, National Society of Collegiate Scholars

 **Relevant Coursework:** Financial Management, Money & Banking, Intermediate Micro Analysis

**WORK EXPERIENCE**

**PNC Financial Services Woodland Park, NJ**

*Summer Analyst, Corporate Banking* June XXX – August XXX

 Performed financial due diligence on private and public prospects with at least $10+ million in revenue to determine liquidity and credit worthiness for corporate lending opportunities

 Analyzed financial statements of comparable companies to determine differences in financial leverage and liquidity

 Reviewed field examinations and loan agreement to determine potential credit risks and presented findings to RMs

 Created a debt financial covenant maturity schedule to ensure proper compliance with various loan agreements

**PwC PricewaterhouseCoopers LLP Guangzhou, China**

*Assurance Intern* July XXX – August XXX

 Implemented a substantive detail testing technique using Target Testing for two IPOs, which verified the existence of selected inventory and account receivable accounts

 Executed revenue tests in order to determine profitability metrics

 Created a stock options profile chart which allowed for greater transparency to the options plan of preferred shareholders

 Analyzed bank reconciliations and bank statements which verified the existence of financial line items

**LEADERSHIP EXPERIENCE**

**SMF – The Rutgers Student Managed Fund New Brunswick, NJ**

*Senior Analyst* September XXX – Present

 Pitched GameStop (GME:US) and Starbucks (SBUX:US) for the $100,000 virtual stock portfolio

 Led the development of investment catalyst ideas for prospective investment opportunities

 Built a historical income statement in order to determine historical trends and forecast growth opportunities

**LIBOR – Little Investment Bankers of Rutgers New Brunswick, NJ**

*Executive Board: Director of the Bender* September XXX – Present

 Recommended “BUY” for Costco and presented research to portfolio manager for the $1.8 million Bender Trust Fund

 Executed a Porter’s Five Forces and SWOT analysis chart to determine qualitative strengths and weaknesses

 Developed a basic income statement model in order to forecast sales and expenses to determine growth profile

**CAREER DEVELOPMENT PROGRAMS**

**MLT – Management Leadership for Tomorrow Washington, DC**

*Program Fellow* July XXX – Present

 Selected as one of 350 for an 18-month professional development program for high-achieving diverse talent

 Complete business case studies and intensive assignments to hone analytical, quantitative and communication skills

 Participate in four conferences hosted by industry leaders, such as Deloitte, Google, Goldman Sachs, Procter & Gamble and

Target

**Morgan Stanley’s Early Insights Program for Black and Hispanic Students New York, NY**

*Program Participant* April XXX – April XXX

 Chosen from a diverse candidate pool for an early look into Morgan Stanley and its different divisions

**SKILLS, LANGUAGES, & INTERESTS**

**Computer Skills:** Proficient in Microsoft Word, PowerPoint, Excel, Lotus Notes, and IBIS

**Languages:** Conversational Proficiency in Spanish

**NAME**

Email Address Phone

**EDUCATION**

**Howard University**, *Washington, DC* Expected Graduation: May XXXX B.B.A - Information Systems

GPA: 3.67

**WORK EXPERIENCE**

**Wal-Mart Corporate,** Software Quality Assurance Intern – *Bentonville, Arkansas* May xx – August xx

 Collaborated with Business leaders to gather requirements for Automation Test Cases

 Scripted a business component using Quick Test Professional that verified that over 600 objects were translated correctly within Wal-Mart’s Global Logistics tool

 Consulted with a group of 8 interns to develop 5 viable recommendations to increase recruitment and retention of diverse technical talent.

**Boston Scientific,** Information Systems Finance Intern - *Natick, Massachusetts* May xx – August xx

 Researched how to utilize Visual Basic in Microsoft Excel, and created an application that automated the recording of healthcare provider expenses, saving employees 1 hour per report.

 Analyzed over 35,000 employee records ensuring that employees will have access to the new Global

Travel and Expense application being implemented

 Learned the Functional Review Board process using Visual Basic in Microsoft Excel, reducing preparation time from 10 hours to 30 minutes

 Supervised and managed a group of 6 interns to enhance the college recruiting process at Boston Scientific

**LEADERSHIP & DEVELOPMENT EXPERINCE**

**Howard University School of Business,** Executive President - *Washington, DC* March xx – Present

 Plan, prepare, and implement legislative solutions on behalf of over 1,200 students within the School of Business

 Manage a group of 64 council members which support 11 sub-committees dedicated to enhancing the School of

Business through professional development, committee service, and collaboration with other schools.

**Management Leadership for Tomorrow (MLT),** Career Prep Fellow - *Washington, DC* July xx – Present

 Selected as one of 350 for an 18-month professional development program for high-achieving diverse talent

 Complete business case studies and intensive projects to hone analytical, quantitative and communication skills

 Participate in four conferences hosted by industry leaders, such as Deloitte, Google, Goldman Sachs, Procter & Gamble and Target

**EXTRACURRICULAR ACTIVITIES**

|  |  |  |
| --- | --- | --- |
|  | Computer Based Information Systems Society (COBIS), Member | August xx – Present |
|  | International Fraternity of Delta Sigma Pi, Iota Rho, VP Professional Activities | August xx – Present |

**HONORS AND AWARDS**

|  |  |  |
| --- | --- | --- |
|  | Most Outstanding Sophomore Student Award – Honors Program | May xxx |
|    | Most Outstanding Information Systems Major Award – Honors Program  Legacy Scholarship Recipient | May xxx  August xx – Present |

**SKILLS**

 Basic knowledge of Java, Visual Basic, HTML, CSS, and JavaScript

**NAME** P.O. Box xxx / New York, NY xxxxx / (xxx) xxx-xxxx / [name@nyu.edu](mailto:name@nyu.edu)

**EDUCATION**

New York University, New York, NY

B.A. Business Management and Communications, Concentration: Marketing

GPA: 3.5/4.0 X/XX

**EXPERIENCE Marketing/Sales Representative: Protiga, Inc.**, New York, NY X/XX-Present

 Oversee the distribution and marketing techniques of MicrowaveBlue protein stain.

 Identify possible laboratories for the product and initiate contact with the laboratory technicians, resulting in an 87%

success rate.

**Participant: Principles of Marketing, Class Projects** X/XX-X/XX

 Selected and developed a marketing plan for Computer Sciences Corporation, a California-based company with approximately 78,000 employees in 80 countries worldwide and major operations all over the world. Marketing plan

included SWOT Analysis, Marketing Strategy, and Implementation Evaluation Control.

 Assisted in the creation of CampusClicks.com, a mock service for purchasing everyday essentials such as toiletry items and non-perishable food. Provided to an emerging market of college students. Completed market research, strategic planning,

and corporate intelligence development on five area colleges and universities.

**Sales Associate: The Finish Line Inc.**, New York, NY X/XX-X/XX

 Provided assistance to customers in retail establishment specializing in shoes and athletic accessories.

 Received ***Employee of the Month*** recognition two times in one year based on sales performance in the immediate area and in store.

**Senior VP of Marketing: Junior Achievement of the National Capital Area**, New York, NY X/XX-X/XX

 Lead team of 15 classmates in developing a company name and product.

 Developed, marketed, and sold a maze pen with the school’s logo, resulting in a $1,000 profit for the class.

 Created a mascot to represent the company and marketed the pen using flyers and radio announcements throughout the school.

**LEADERSHIP\_ Career Prep Fellow: Management Leadership for Tomorrow (MLT)**, Washington, DC X/XX-Present

 Selected as one of 350 for an 18-month professional development program for high-achieving diverse talent

 Complete business case studies and intensive projects to hone analytical, quantitative and communication skills

 Participate in four conferences hosted by industry leaders, such as Deloitte, Google, Goldman Sachs, P&G and Target

**Liberation of the Black Mind Chair: New York University**, New York, NY X/XX-Present

 Organized and planned the annual Liberation of the Black Mind Weekend activities consisting of workshops, keynote speakers, and open panel discussions for the New York University and surrounding communities.

 Communicate with vendors to invite them to participate in the fashion show and weekends activities.

**Activities Coordinator: New York University**, New York, NY X/XX-Present

 Organize and administer activities such as fundraising events for campus organizations and dorms.

**Men’s Basketball Team Captain: New York University**, New York, NY X/XX-Present

 Lead off-season workouts as well as serve as spokesperson and ambassador for the team.

**Mentor: TEAMLINK, Inc.**, New York, NY X/XX-X/XX

 Managed groups of 15 to 20 middle school children between the ages of 11 and 15 in group activities, which included team building and group skills development.

**TECHNICAL SKILLS**

MS Word, MS Excel, MS PowerPoint, MS Internet Explorer, MS Publisher