

First Name Last Name

Address, City, State ZIP
Cell Phone Number | E-Mail

EDUCATION**Tufts University***Bachelor of Science in Quantitative Economics and Computer Science***Medford, MA**

Expected May 2013

GPA: 3.75**SAT:** Math 720, Reading 750, Writing 730**Honors:** Dean's List (6 semesters)**Relevant Coursework:** Quantitative Macro/Micro theory, Industrial Organization, Statistics, Econometrics, Financial Economics, Linear Algebra, Quantitative Economic Growth**EXPERIENCE****BlackRock, Portfolio Analytics Group***Summer Analyst***New York, NY**

May 2012 – August 2012

- Supported Government Housing Agency team which oversees risk analysis for \$640 billion in assets
- Designed programs to streamline analytical reporting and provide sanity testing support for quantitative models
- Led interns in Portfolio Challenge, built and managed an equity portfolio; presented results to senior managers
- Developed pricing methodology primer to be used for future analysts resulting in faster ramp-up time for new hires
- Produced daily summaries of client trading activities and overviews of BlackRock fund positioning and outlook

Computer Science Department, Tufts University*Teaching Assistant***Medford, MA**

September 2010 – May 2012

- Advised students on coding assignments and demonstrated techniques to optimize computational efficiency
- Instructed students on functional programming strategies as well as imperative programming practices

UBS*2011 Sophomore Symposium***Stamford, CT**

May 2011

- Selected as one of 75 from 1,200 applicants for three day intensive program in the Investment Banking and Sales & Trading divisions of UBS
- Engaged in group discussions with division management on current state of the financial industry

Merrill Lynch, Wealth Management*Summer Intern***Bedminster, NJ**

May 2010 – August 2010

- Assisted financial advisors managing over \$700 million in client funds
- Researched fixed income and equity investment strategies
- Prepared portfolio analyses and financial planning reports for client presentations

LEADERSHIP**Tufts Financial Group***Vice President***Medford, MA**

September 2009 – Present

- Helped lead a student run investment group managing \$65,000 and maintained our record of outperforming the S&P
- Liaise with alumni and develop outreach initiatives such as finding alumni speakers and coordinating events
- Research and pitch companies for inclusion in portfolio, successful pitches include Express Scripts and Exxon Mobil
- Mentor junior analysts by explaining financial metrics and valuation methods, including DCFs and Comps

Tufts Student Resources*Appliances Manager***Medford, MA**

May 2011 – Present

- Manage distribution and maintenance of over \$90,000 in appliances
- Develop strategies to grow appliances division, resulting in 17% revenue growth since May of 2011

Boy Scouts of America, Troop 555

Eagle Scout, Senior Patrol Leader

Basking Ridge, NJ

2004 – 2009

- Led crew on 120-mile trek at Philmont High Adventure Scout Ranch, Cimarron, NM

SKILLS, INTERESTS & ACTIVITIES**Skills:** Conversant in Mandarin (5 semesters), MS Word, Excel, PowerPoint, C, C++, Java, Scheme, Smalltalk, CPR certified**Activities:** Tufts Economic Society, Tufts Debate Society and Tufts Financial Group**Interests:** Swimming, foreign films, reading, cooking, hiking, golf, and badminton

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EDUCATION**Tufts University***Bachelor of Arts in Chinese and International Relations: Core focus in East Asia***Medford, MA***Expected May 2013***GPA:** 3.75/4.00; **Major GPA:** 3.85/4.00; **SAT:** 2200**Honors:** Dean's List (all semesters)**Relevant Coursework:** Accounting, Money and Banking, Principles of Economics, International Economics, Developing Economics, Chinese Politics, International Relations of East Asia, History of Modern China, Ancient Chinese History**University of Oxford***One year study abroad: Economics***Oxfordshire, United Kingdom***August 2011 – May 2012***EXPERIENCE****HSBC Group, Global Banking and Markets***Investment Banking Summer Analyst: Debt Capital Markets Division***Seoul, South Korea***June 2012 – August 2012*

- Created pitch book for \$500 M High Yield Bond for South Korean technology company which led to bond issuance
 - Compared bond structures
 - Analyzed recent issuances and anchor investor activities to identify market perception
 - Prepared HSBC credentials within relevant field
- Completed issuance materials for multiple \$300M bond issuances resulting in clients identifying suitable issuance window
 - Analyzed US treasury rates, and key economic variables
 - Researched USD bonds and offshore RMB bond issuance activities in Asia 2012 YTD
- Drafted investor presentation and investor Q&A for Hong Kong company's bond issuance roadshow; identified key industry trends, performed in-depth company managerial, financial and business chain analysis
- Built and analyzed databases of cornerstone investors using Dealogic, Bloomberg

Fortune Link Co.*Analyst Intern: Private Equity/Venture Capital***San Francisco, CA***June 2011 – August 2011*

- Completed due diligence for Asian high-tech firm; including onsite interviews and phone conferences, preparing draft materials for key stakeholders of the company and facilitating discussion and decision process for potential investment
- Reviewed potential projects by identifying strengths and weaknesses in potential investment and partnership, facilitated decision-making and negotiation process regarding projects valued at more than \$15 M
- Researched new energy and education sectors in China and presented findings and recommendations at executive meetings

Ku6 Media Co., Ltd*Sales and Marketing Intern: Social Media Platform***Shenzhen, China***May 2010 – July 2010*

- Designed advertisements and pricing packages; presented to clients and prospects resulting in over \$250K sales
- Conducted internal and external surveys targeting efficiency and brand-name improvements resulting in senior leadership shifting marketing strategy toward viewers age 14 – 25

ACTIVITIES**Tufts Financial Group***Lead Analyst, Former Executive Board Member***Medford, MA***September 2009 – Present*

- Lead a team of 20 students and analyze US healthcare market, identify high-potential, undervalued stocks, and present to TFG members; pitched stocks for TFG's student-run investment portfolio "Alpha Fund" as one of 9 Lead Analysts
- Initiated Analyst Resource Center with 100+ books and additional online resources in industry expertise and advice

CRESOL Microfinance Consulting Project*Core Economist in Oxford Microfinance Initiative***Minas Gerais, Brazil***January 2012 – June 2012*

- Performed research for Cresol, second largest microcredit provider in Brazil, on its status and expansion in Minas Gerais
- Selected as one of 4 individuals to go on 14-day trip across Brazil to conduct intensive interviews and field research analyzing current problems and potential market expansion; wrote report and proposed solutions

IRS VITA Program*Certified Tax Volunteer: LIFT - Community Center for Low-Income Population***Somerville, MA***January 2011 – Present*

- Identified tax credits and completed tax returns during one-on-one client appointments with underprivileged population after one week of off-cycle self-training (Standard training is one month)

SKILLS & INTERESTS**Language:** Proficient in Chinese and French**Technical:** Proficient in Visual Basic, Stata, MS Office, Bloomberg, Dealogic**Interests:** International Travel, Soccer, Photography, and French Films

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EDUCATION

Tufts University

Bachelor of Arts in Economics and Minor in Entrepreneurial Leadership

Medford, MA

Expected May 20xx

GPA: 3.55/4.00; **SAT:** Math SAT I, 800; Writing SAT I, 750; Math II SAT Subject Test, 780

Relevant Courses: Financial Accounting and Corporate Finance, Econometric Analysis, Financial Economics, Quantitative Microeconomic Theory, Monetary Economics, International Finance, Entrepreneurial Finance, Programming for Business Applications, Statistics, Data Structures, Calculus

Certification in Financial and Valuation Modeling: Wall Street Prep, Exam Passed April 2014

Modeling and DCF Valuation Seminar using Excel, November 2013

M&A and LBO Seminar using Excel, April 2014

WORK EXPERIENCE

GE Capital Real Estate

Risk Management Intern, Global Valuations Team

Norwalk, CT

June 20xx – August 20xx

- Compiled comprehensive database of closed and active Non-Performing Loan Deals dating back to 1990 resulting in identification of \$10B in GE Commitment, 80 borrowers, and 5000 assets
- Completed data mining, analysis, and chart creation for new product proposal seeking to introduce 80% Loan-To-Value option in Canada
- Collaborated with Risk Associates to compile Base Debt Book for Q2 which allowed them to run Debt Pricing Economics Model (DPEM) in order to value future debt acquisitions
- Conducted appraisal research and site inspection mapping for 15 debt properties across different portfolios as part of \$250MM deal brought in by originations team
- Delivered final presentation to panel of Chief Risk Officers and Managing Directors working in various GE Capital functions highlighting my accomplishments, takeaways, and suggestions for future undergraduate interns

University of Southern California

Research Experience for Undergraduates (REU), NSF-Funded

Los Angeles, CA

May 20xx – August 20xx

- Managed research team of three undergraduate students in fast-paced, high-intensity, and stressful lab environment and delivered capstone presentation of research findings to supervisor
- Analyzed data using spreadsheets, database tools, and statistical modeling to draw conclusions which resulted in lab proceeding with design project for automobile platform to optimize fuel efficiency and minimize gasoline costs

LEADERSHIP EXPERIENCE

Office of Residential Life and Learning, Tufts University

Resident Assistant

Medford, MA

August 20xx – Present

- Oversee and advise 40 undergraduate students, organize floor programs, and help resolve personal, academic, and administrative issues
- Monitor 2 dormitories, ensuring the safety and security of 300 residents
- Participate in extensive training focused on community building and conflict resolution

ACTIVITIES, SKILLS & INTERESTS

Student Ambassador: Tufts University Advancement Division, 20xx – Present

Groups: Hillel, 20xx-Present; Zeta Beta Tau Fraternity, 20xx-Present; Bay State Speed Skating Club, 20xx-20xx

Computer Ability: C++, VBA for Excel, MATLAB, Stata

Languages: Fluent in Spanish (Graduate of **Two-Way Bilingual Program**)

Interests: Classical Piano, Short Track Speed Skating (National Level), Films, Travel, Tennis, Hockey

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EDUCATION**Tufts University**

Bachelor of Arts in International Relations (Middle Eastern Focus), minor in Entrepreneurial Leadership

Medford, MA

Expected May 2012

GPA: 3.75; SAT: 2150**Relevant Courses:** Microeconomic Theory, Business Law, Entrepreneurship and Business Plan, Industrial Economics, International Economics, Entrepreneurial Marketing, Entrepreneurial Finance, Islam and Modernity, Advanced Modern Standard Arabic, Media Arabic, Statistics, Calculus, Linear Algebra**University of Queensland, Brisbane, Australia, Spring 2011 – GPA: 6 (out of 7)****FINANCIAL EXPERIENCE****Neuberger Berman****New York, NY***Portfolio Management Intern and Legal & Compliance Intern*

June – August 2011

- Researched and analyzed portfolio holdings as part of ongoing due diligence efforts of industry leading equity portfolio manager specializing in master limited partnerships (\$2.5B AUM as of 8/2011)
- Prepared report on future prospects of liquid natural gas and presented findings to portfolio management group
- Reviewed investment management agreements with attorneys in Legal & Compliance department and documented specific terms, including most favored nation clauses, for institutional and high net worth clients
- Studied articles from industry publications involving regulatory actions and fines imposed on financial firms, and developed summaries for inclusion in firm's annual training presentations
- Developed filing system for documentation associated with pledge and lien accounts at firm
- Partnered with firm's corporate social responsibility arm and Association to Benefit Children by volunteering to help underprivileged children explore New York Metropolitan Museum of Art

Wealth Management Intern – Dallas, TX

June – August 2010

- Prepared client asset analyses in Microsoft Excel for meetings with high net worth and ultra-high net worth individuals
- Updated client information in computer database to ensure that portfolio managers had current information
- Provided initial training to new full-time employee including instruction on compiling asset summaries
- Researched charitable foundations, leading to several taken on as new clients

Wellington Capital**Brisbane, Australia***Intern*

April – June 2011

- Communicated with shareholders regarding upcoming shareholder votes in funds collectively worth \$230MM AUD
- Assisted supervisors by compiling and binding research materials, helping with mailings, and printing as required

ADDITIONAL EXPERIENCE**Australian Trade Commission****Boston, MA & Brisbane, Australia***Student Ambassador and Student Blogger*

March 2011 – Present

- Plan, organize, host, and assist with events in Boston area to promote studying in Australia
- Wrote and published blog about studying in Australia: www.nameofmyblog.wordpress.com

Tufts Audio Visual Services**Medford, MA***Equipment Manager & Technician*

January 2009 – Present

- Maintain and organize equipment, performing repairs as necessary, including soldering and repairing cosmetic damage
- Provide AV support for on campus events including live bands, symposiums, panel talks, culture shows, and receptions

Good Time Entertainment**Dallas, TX***Proprietor and DJ*

February 2004 – June 2008

- Founded mobile disk jockey entertainment service, by DJ'ing and advertising business was profitable within first year
- Achieved 'approved vendor' status for local school district of over 50,000 students

COMMUNITY SERVICE & LEADERSHIP

Tufts Traveler magazine, editor (2010 - present)

Tufts Economics Society, member (2008 – present)

Tufts Mountain Club, member and trip leader (2008 - present)

Te Rata Family Farm – New Zealand's largest free-range egg farm, worked in exchange for room and board (January 2011)

Tufts President's Marathon Challenge – raised \$1000+ for nutrition research and ran Boston Marathon – 4:14:22 (2010)

First Degree Black Belt – Freestyle Martial Arts, instructor (2004, at age 14)

Eagle Scout (2003, at age 13)

SKILLS & INTERESTS**Software:** Microsoft Word, Excel, PowerPoint; Stata; Apple Pages, Keynote**Interests:** Running, Playing the Guitar, and European History

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EDUCATION**Tufts University****Medford, MA***Bachelor of Science in Quantitative Economics and International Relations*

Expected May 20xx

International Relations sub-concentration in International Finance

GPA: 3.82/4.00**Honors:** Dean's List all semesters**Relevant Coursework:** Quantitative Financial Economics, International Finance, Econometric Analysis, Quantitative Microeconomics, Quantitative Macroeconomics, Linear Algebra, Multivariable Calculus, Statistics, Business French**Modeling and DCF Valuation using Excel:** Two day seminar taught by Wall Street Prep, November 2013**Crystal Springs Uplands School****Hillsborough, CA***Diploma*

June 20xx

GPA: 4.13/4.00; **SAT:** 2150

Cum Laude Society, AP Scholar with Distinction, National Merit Commended

EXPERIENCE**Google, Inc., BOLD Intern with Policy Team, Washington, DC**

June-August 20xx

- Developed internal website through Google Sites that provides policy, legal, and communications teams with information on relevant third party advocacy groups resulting in quicker page approval time
- Assisted with preparation for congressional hearings on cloud computing and privacy by writing background documents on congressional committees, researching cloud computing and privacy policy challenges, and preparing Google's witnesses for question and answer period
- Researched technology and telecommunications industries and briefed team on competitors and online search market
- One of 120 BOLD interns selected from an applicant pool of 3,500

Tufts Student Resources, Vice President of Finance, Medford, MA

December 20xx-February 20xx

- Presented profit and loss reports and balance sheet to Advisory Board twice per month
- Maintained detailed financial records using QuickBooks and PeopleSoft—fiscal year 20xx revenue increased by 18% over previous fiscal year
- Obtained \$100,000 loan from student government to remodel Tufts Student Resources café
- Coordinated acquisition of new café on campus and directed start-up of café

Office of Congresswoman Jackie Speier, District Office Intern, San Mateo, CA

April-June 20xx

- Communicated with constituents via phone and e-mail and entered their concerns into computer database
- Drafted letters to constituents outlining the Congresswoman's policy stances
- Ran District 12 high school graduation project by presenting certificate from Congresswoman Speier to each graduate

Office of State Assemblyman Gene Mullin, District Office Intern, San Mateo, CA

June-August 20xx

- Researched policy issues and drafted letters to constituents and local organizations
- Managed constituent newsletter project, writing newsletters on identity theft and healthcare that were sent to thousands of constituents

AWARDSGoogle Lime Connect Fellowship Program Scholarship, *Recipient*, 20xxSigma Iota Rho (Honor Society for International Studies), *Co-President*, 20xxCertificate of Business French (with honors) from Chamber of Commerce and Industry of Paris, *Recipient*, 20xxTufts Annual Developing Leaders Conference, *Nominee*, 20xxCrystal Springs Uplands School Founders' Award, *Recipient*, 20xxDistinction in French Award, *Recipient*, 20xx**SKILLS, ACTIVITIES, & INTERESTS****Activities:** Tufts Financial Group, 20xx-Present; Tufts Economics Soc., 20xx-Present; Tufts Men's Club Soccer, 20xx-20xx**Computer Skills:** Proficient in QuickBooks, PeopleSoft, Stata, Google Docs, Microsoft Word and PowerPoint**Language Skills:** Fluent in French**Interests:** Avid New York Sports Fan, Line Dancing, and Cooking

First Last

Phone | E-Mail | Address

EDUCATION

Tufts University, Medford, MA

Master of Science in Economics

GPA: 3.xx / 4.0

Expected May 20xx

McGill University, Quebec, Canada

Bachelor of Science in Agricultural Economics with Honors

GPA: 3.xx / 4.0 | Minor: Economics | Honors: Dean's List and Semester Honors (all semesters)

May 20xx

Relevant Courses: Real Analysis, Advanced Statistics, Econometrics, Advanced Microeconomics, Advanced Macroeconomics, Game Theory, Money and Banking, Accounting, Linear Algebra, Calculus

PROFESSIONAL EXPERIENCE

Smart Agriculture Analytics, New York, NY

Business Analyst

April 20xx-August 20xx

- Designed and implemented data sourcing method in an SQL database in coordination with software engineers
- Managed new analyst interns by prioritizing and delegating tasks
- Prepared and delivered customized research demos to clients via online sources and telephone
- Performed valuation for agricultural technology start-ups, resulting in new partnerships with the company

McGill University, Quebec, Canada

Research Assistant

January 20xx-December 20xx

- Developed capitalization-weighted stock index for 200+ agribusiness equities
- Assessed risks by applying CAPM econometric regression model using Stata

Fortune China Investment Bank, Shanghai, CN

Finance Analyst Intern

June 20xx-August 20xx

- Performed due diligence including onsite interviews and phone conferences; drafted presentation materials for key stakeholders in potential transactions
- Selected 7 most valuable projects from 100+ potential clients by market sizing analysis & revenue projection
- Facilitated decision-making and negotiation process regarding projects valued at more than \$15M

National Taiwan University, Taipei, TW

Research Assistant

May 20xx-July 20xx

- Performed regression analysis in SAS to estimate the effect of foreign direct investment on productivity spillover
- Applied standard technology transfer measuring method and tested alternative method

LEADERSHIP EXPERIENCE

Tufts Consulting Collective, Medford, MA

Project Manager

Jan 20xx-present

- Lead a team of student consultants to provide pricing and marketing strategy for a media start-up
- Perform financial valuation for the company to attract investors

McGill University, Quebec, Canada

Economics Teaching Assistant

August 20xx-December 20xx

- Facilitated variety of group exercises to demonstrate key economic principles for over 100 students
- Designed homework questions to measure performance and provided feedback to the instructor

Corn Innovation Competition, Quebec, Canada

Marketing Analyst

October 20xx-March 20xx

- Developed an anti-fog surface cleanser and delivered business plan in a cross-functional team of four students
- Conducted pre-launch marketing research and competitor analysis
- Won the second prize judged by a panel of business executives and technical experts

McGill Leaders Council, Quebec, Canada

Consulting Director

September 20xx-May 20xx

- Led a team of 10, providing consulting solutions to student organizations addressing involvement and retention
- Mentored 9 junior consultants by critiquing their draft report and presentation slides

SKILLS AND INTERESTS

Language: Fluent English and Chinese

Computer: Stata, SAS, Excel, PowerPoint, Bloomberg

Interests: Rafting, Rock Climbing, and Historical Fiction