

# FINANCE RESUME *example*

## MARY SMITH

### Current Address:

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Bloomington, IN 47408

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### Permanent Address:

5454 Tulip Lane  
Lakeside, IL 60000

### EDUCATION

**Indiana University, Kelley School of Business**, Bloomington, IN  
Bachelor of Science in Business  
Majors: Finance, Business Economics and Public Policy

May 2020  
GPA 3.79/4.00

### EXPERIENCE

**Whirlpool Corporation**, Benton Harbor, MI

May 2019-August 2019

*Financial Leadership Development Program Intern*

- Recommended improvements with expected 10% increase in productivity after analyzing financial data to help drive management decisions
- Led two key initiative projects and interacted with team members, gained real-world perspective
- Developed Excel-based analysis models to study effective revenue strategies together with cross-functional team members, gained teamwork experience and organizational skills
- Collaborated with three team leaders in the financial planning processes, sat in on several key meetings, gained knowledge of industry buzz words and concepts
- Presented capstone project on the credit industry and its impact on the company and customers to the CEO and Global Finance Leadership Team

**Ingersoll Rand**, Augusta, GA

June 2018-August 2018

*Business Intern*

- Researched customer solutions and innovations across the global market, gained knowledge of climate control, industrial productivity and security
- Analyzed breakthrough products and brainstormed with marketing team to define and plan a global strategy

**Kimberly-Clark**, Cincinnati, OH

June 2017-August 2017

*Customer Development Intern*

- Researched trends in customer development and financial impact on various initiatives and bottom line
- Updated social media sites, including Facebook, Twitter, and company blog with customer marketing updates
- Developed financial sales projection plan to increase reach by 15% over a one-year period in a team of four, presented project to upper management

### ACTIVITIES

**Indiana University, Kelley School of Business**, Bloomington, IN

August 2018- May 2019

*Kelley Teaching Assistant - X201 Business Technology Honors*

- Provided in-class assistance for more than 60 students, held weekly office hours, and worked directly with professor to supply meaningful Excel analysis to students

**Habitat for Humanity of Monroe County**, Bloomington IN

August 2017-August 2018

*Volunteer*

- Participated in 2017 student build and personally raised \$1,000 in donations

### SKILLS AND INTERESTS

- Language Skills: Fluent in Spanish
- Microsoft Certified Specialist
- Marathon training and skiing