

CONSULTING RESUME *example*

Nicole North

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EDUCATION & HONORS

Kelley School of Business, Indiana University, Bloomington, IN May 2020
Bachelor of Science in Business: Finance and Accounting **GPA: 3.90/4.00**
Honors: Founders Scholar, Business Honors Program, Hutton Honors College

Kelley Consulting Workshop

- Selected by faculty as 1 of only 29 students to participate in a rigorous two year program designed to build skills in analysis, presentation and teamwork and to develop detailed knowledge of the consulting industry.

Emerging Economies Program: South Korea

- Selected by faculty to complete 15-week comprehensive study of international relations and economic growth followed by 14-day business experience in Korea.

EXPERIENCE

Cummins Inc., Columbus, IN May - August 2019
Financial Analysis and Planning Intern

- Spearheaded a Six Sigma project with a team of 9, to make a financial dashboard for mid-range operations to help drive understanding of current business performance.
- Developed a self-updating monthly dashboard that consolidates data from more than 16 different reporting sources saving 12 hours of monthly employee time.
- Implemented a Hyperion team room to make all mid-range business reporting metrics available under one database window.

Norton Rose Group, Dubai, UAE July - August 2018
Legal Intern

- Analyzed shareholder agreements and prepared due diligence reports for more than 15 clients.
- Communicated with clients to ensure payments of invoices totaling \$55,000.

Protiviti, Dubai, UAE June - July 2017
Business Analyst Intern

- Mapped out and built a comparative cost Excel workbook that helped choose the lowest, most efficient bid from various suppliers for Protiviti's new offices in Dubai and Abu Dhabi, UAE.
- Created and maintained a 24 month record of the firm's 42 employees' project/client schedules using Excel.

LEADERSHIP AND ACTIVITIES

Residential Programs and Services, Indiana University, Bloomington, IN August 2016-Present
Community Manager, Union Street Center, (2/17-Present)

- Manage overall operations of a community of 1100 residents across 7 buildings while being on call 24 hours a day.
- Develop building rules and administrative procedures based on housing objectives along with a team of 6 managers.
- Interview 8 students and established the first Judicial Board and Student Government of the new building complex.
- Lead a building executive board of 12 members to plan educational and social activities with a \$10,000 fund.

Resident Assistant, Briscoe Residence Center (8/16-7/17)

- Led a floor executive council of 10 and oversaw the welfare of 50 residents of the Honors Residential floor.
- Managed a floor budget of \$6,000 while planning 12 educational, cultural, and recreational programs for residents each semester.
- Coordinated with a team of 20 RAs to respond to emergencies ensuring the safety and well-being of 1,000 Briscoe residents.
- Revamped the staff Kudos system to reinforce exemplary work done by team members.

Kelley School of Business Honors Program, Indiana University, Bloomington, IN August 2016-Present
Mentor, Honors Leadership Team

- Selected by faculty as 1 of 20 seniors into the team, for high academic success and selfless commitment to leadership and professional development at Kelley, as mentor for Honors I-Core teams.
- Advise, guide, provide feedback and coach in both organized and informal settings for partnered underclass Honors students.

Indiana University Dance Marathon, Corporate Relations, Bloomington, IN January 2017-Present
Chair, Stewardship and Events

- Lead a team of 15 members and work with 20 others to build and maintain relationships with IUDM sponsors.
- Assist corporations with matching employee and corporate donations towards the IUDM fund which benefits the Riley Hospital for Children.

Office of International Admissions, Indiana University, Bloomington, IN August 2016- January 2017
Head of Overseas Outreach, International Student Ambassadors

- Initiated the overseas outreach program by formulating proposals to the Admissions Office, which was adopted in fall 2015.
- Selected by staff as a student blogger for IU Admissions website.
- Trained and led a team of 10 to give presentations on Indiana University in each of their hometown high schools.

Other Activities: Student Business Ambassador: Faculty selected student blogger for Kelley School of Business' website.
President of Communications: Foster Residence Hall Student Government.