

ANNALISE FUNDS

Fort Collins, CO | 555-555-5555 | annalisefunds@hireme.com | LinkedIn.com/annalise-funds

INNOVATIVE FINANCE PROFESSIONAL | TECHNOLOGY LEADER

Results-oriented **Master of Finance** student and IT professional with 3+ years of experience looking to leverage technical expertise, finance education, and IT background for **strategic financial decision-making** and organizational success.

- Proficient in **financial modeling, forecasting, and data analysis** using Excel, conducting complex financial analyses resulting in accurate forecasting and strategic decision-making
- Proven track record of implementing **cost-saving measures** and **process improvements**, resulting in a 5% reduction in operating costs, and significant **operational efficiencies** and **financial gains**
- Excellent **problem-solving abilities**, utilizing analytical skills and attention to detail to identify financial risks, optimize resource allocation, and drive business growth

KEY COMPETENCIES

Financial Analysis	Data Analysis	Forecasting and Budgeting
Financial Modeling	Process Improvement	Problem-Solving
Research and Analysis	Technical Support	Project Management

FINANCE EXPERIENCE

Graduate Assistant, Department of Finance
Colorado State University | Fort Collins, CO

August 2023-Present

- Work to enhance undergraduate students' understanding of advanced financial concepts while supporting faculty in developing and maintaining finance-specific educational materials
- Utilize Excel to compile and analyze data, coding market commonalities to identify valuable insights for informed decision-making, while also researching parent companies' motivations for creating subsidiaries and conducting comparative analysis across industry trends
- Monitor student attendance, performance, and engagement, meticulously documenting observations to contribute to comprehensive reports for academic evaluation and improvement
- Play a crucial role in faculty research projects by conducting rigorous data collection, performing comprehensive literature reviews, and conducting insightful analysis, contributing to the advancement of financial knowledge

ADDITIONAL BUSINESS EXPERIENCE

IT Specialist
Tata Consultancy Services (TCS) | Bengaluru, India

January 2022-August 2023

- Provided technical support and troubleshooting for 200+ employees, resolving issues within a 24-hour timeframe
- Developed and maintained databases for project management, resulting in a 20% improvement in data accuracy and efficiency
- Collaborated with cross-functional teams to implement system upgrades, resulting in a reduction in software-related incidents

- Led training sessions to educate 50+ employees on new technologies and software applications, improving user adoption by 40%
- Implemented proactive security measures, conducting regular vulnerability assessments and patch management to ensure a secure IT infrastructure, culminating in zero security breaches during tenure
- Delivered technical training programs for new hires, enhancing team knowledge and reducing onboarding time by 30%

IT Support Specialist

September 2020-December 2021

Tata Consultancy Services (TCS) | Bengaluru, India

- Provided end-user support, troubleshooting hardware and software issues for 100+ employees
- Assisted in network administration, securing 99.9% uptime and implementing security protocols to safeguard confidential data
- Installed, configured, and maintained computer systems and peripherals, managing a hardware inventory worth \$100,000+
- Assisted in developing and documenting IT policies and procedures, ensuring compliance with industry standards
- Established and maintained ITIL-based incident management processes, ensuring efficient resolution of technical issues and minimizing downtime for end-users

Business Management Intern

May 2020-August 2020

Deloitte | Delhi, India

- Supported various business management functions, including project coordination, market research, and process improvement, contributing to enhanced operational efficiency
- Collaborated with cross-functional teams on process improvement projects, resulting in cost savings of \$10,000 and increased efficiency
- Assisted in analyzing market trends and conducting competitor research to identify new business opportunities and provide recommendations for improvement
- Conducted data analysis and prepared reports for senior management, supporting informed decision-making and strategic planning

EDUCATION

Colorado State University, Fort Collins, CO

May 2024

Master of Finance (STEM designated)

- Rigorous Master of Finance program focused on investment analysis, portfolio management, corporate finance, and financial risk management
- Related coursework: Financial Modeling, Investments, Derivative Securities & Analysis, Alternative Investments, and Enterprise Valuation

Indian Institute of Technology (IIT Delhi), Delhi, India

May 2020

Bachelor of Science in Information Technology

VOLUNTEER EXPERIENCE

Volunteer at Goonj | Bengaluru, India

January 2017-July 2023

- Engaged with beneficiaries and local communities to understand their needs, facilitate community development activities, and promote sustainable solutions

Business Development Committee at IIT Delhi | Delhi, India

August 2017-May 2020

- Actively participated in the Business Development Committee, an organization focused on promoting entrepreneurship and business skills among students