

JACK JUARENO

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EDUCATION

University of Denver, Denver, CO **Expected graduation mo/20xx**

MA Economics Candidate

- GPA 3.8
- Relevant Courses: Urban Economics, Econometrics, International Monetary Relations
- Thesis: Impact of US Policies on Trade with China

University of Texas, Austin, TX **20xx**

BS Mathematics

- Relevant Courses: Linear Algebra, Differential Equations, Calculus
- Study Abroad: University of Belgrano, Buenos Aires, Argentina
- Honors: Dean’s List

RELEVANT COURSE PROJECTS

- Conducted research on historical financial trends in US. Used Excel to generate statistical summaries and reports
- Researched and wrote paper on international monetary relations between US and Eastern Europe

EXPERIENCE

University of Denver, Denver, CO **08/20xx-Present**

Teaching Assistant/Economics Department

- Teach Introduction to Economics for 25 students
- Demonstrate leadership and interpersonal skills by providing weekly tutorial program
- Developed training manual for department Teaching Assistants, resulted in clarity of responsibilities

Mountain Bank, Denver, CO **03/20xx-20xx**

Intern

- Produced reports on U.S. economy to improve decision-making and inform strategy
- Researched and disseminated financial reports
- Performed economic and statistical analyses using Excel, SAS and STATA

Western Finance, Fortina, CO **06/20xx-09/20xx**

Research Intern

- Assisted with design of management reporting metrics in both Excel and PowerPoint
- Researched marketplace activity, competition and new technologies
- Provided financial analysis, reporting, evaluation and support on key projects and initiatives

VOLUNTEER ACTIVITIES

- Math Tutor, Maple High School (Present)
- Volunteer, Habitat for Humanity (20xx)
- Volunteer, Service Dogs for America (20xx)

LEADERSHIP/ACTIVITIES

President, Graduate Student Government (09/20xx-Present)

Member, Economics Club (09/20xx-Present)

Member, Club Kayaking (09/20xx-Present)

SKILLS/CERTIFICATIONS

Computer: Excel, SAS, STATA, Access

Languages: Spanish (Fluent), Italian (Proficient)

Certifications: Microsoft Excel, PADI Master Scuba Diver Instructor

***** THIS SAMPLE RESUME IS USED FOR INSTRUCTIONAL PURPOSES. PLEASE USE YOUR OWN WORDING WHEN YOU ARE WRITING YOUR DOCUMENT*****