

Résumé Sample 13

FIRST Initial (Preferred Name) LAST NAME

123 Street Name, City, State 01234 | (555) 555-5555 | First.lastname@uconn.edu | www.linkedin.com/in/customURL

Objective

A financial analyst position at Webster Bank offering exceptional computational, analytical, and customer service skills

Education

University of Connecticut, Storrs, CT

Bachelor of Science, Statistics, May 20XX

Minor: Economics

Related Courses

Probability and Statistics Problems, Statistical Quality Control and Reliability, Statistical Data Analysis, Operations Research, Money and Banking

Skills

Computer: Oracle; Microsoft Access, Excel, PowerPoint

Software: SAS, SPSS, SQL, Tableau

Related Experience

Citibank, New York, NY

Investment Banking Intern, May 20XX-Present

- Utilize banking database Oracle and SAS in order to research and compute financial spreadsheet modules for management's use with prospective clients
- Generate financial models in SPSS Comprehensive Statistical Software; research potential investments for clients
- Analyze and organize clients' financial statements and entered data into Excel resulting in convenient access for management to inform clients of new or updated personal investments

Work Experience

Dunkin' Donuts, University of Connecticut Student Union, Storrs, CT

Crew Member, August 20XX-Present

- Adhere to brand standards while communicating food and beverage products to customers to maintain consistency from visit to visit
- Service a high volume of customers while accepting a variety of payment methods including cash, credit card, and meal plan points and ensuring accuracy of cash drawer

UConn Foundation, University of Connecticut, Storrs, CT

Phonathon Caller, September 20XX-May 20XX

- Persuaded UConn alumni to support the Student First Fund through donations to help offset tuition costs for first generation students and underrepresented communities
- Generated over \$5,000 in funding by soliciting donations from 45 new contributors earning top fundraiser status within first three months of employment

Leadership Experience

UConn Center for Career Development, UConn, Storrs, CT

Career Intern, August 20XX-May 20XX

- Critiqued undergraduate student résumés, offering specific feedback related to content and formatting
- Presented 18, 40 minutes in-class workshops on topics including résumé writing and interviewing techniques

Activities and Volunteer Experience

African American Cultural Center, University of Connecticut, Storrs, CT

Event Volunteer, January 20XX-Present

American Red Cross, University of Connecticut, Storrs, CT

Blood Drive Volunteer, October 20XX-August 20XX