# STUDENT NAME

555 Street Name, Anytown, BC, V0X 0X0

555-555-5555 email@gmail.com

## HIGHLIGHTS OF ABILITIES

* Financial analyst with 5 years of experience in both Ontario and B.C.
* Recently completed MBA with a focus on equities, fixed income advising, and corporate finance.
* Successfully completed Chartered Financial Analyst Level I exam, enrolled in the Canadian Securities Course (CSC).
* Experience preparing financial statements including statement of changes in equity, the statement of income and comprehensive income, and the statement of cash flows.
* Advanced Excel certificate demonstrating my expertise with complex formulas, pivot tables, VLOOKUP & HLOOKUP and experience with MS Power BI.

## EDUCATION

### ANYTOWN UNIVERSITY Anytown, BC

#### MASTER OF BUSINESS ADMINISTRATION 20xx – 20xx

* Relevant courses
	+ Financial Accounting: analysing financial statements, calculating relevant ratios and providing journal entries.
	+ Corporate Finance: finding an optimal structure of capital and finding the best dividend policies a company can choose.
	+ Advanced Marketing: researched and analysed best marketing practices executed by successful Asian companies such as Samsung and Huawei.
	+ Decision Analysis: Modelling in Excel, including tree diagrams, pivot tables, forecasting sheet and “What if Analysis”.

### UNIVERSITY OF BIGCITY Bigcity, ON

#### BACHELOR OF COMMERCE – Finance and Economics 20xx – 20xx

* Focused on managerial accounting and corporate taxation.
* Experience recording journal entries and adjusting journal entries.

## RELATED BANKING EXPERIENCE

### EQUITY RESEARCH ANALYST Anytown, BC

#### ABC FINANCIAL SERVICES 20xx – 20xx

* Built financial models on specific companies such as Yes Bank & HDFC Bank using the Dividend Discount Model and the Free Cash Flow Model.
* Analysed financial statements of companies to provide a decision for clients to invest in.
* Collaborated with stakeholders and various teams in Finance and Accounting on large projects resulting in a 9% increase in company revenues.
* Managed portfolios of small net worth individuals and collaborated with the Equity desk to successfully manage their portfolios.
* Developed Excel formulas to analyse data and help make decisions based on internal modelling, increasing company clients by 20% over three years.

### FINANCIAL ANALYST CO-OP Bigcity, ON

#### SHINRA FINANCIAL GROUP 20xx

* Handled cash and count safe money at the end of the day to tally the amount with the system, ensuring accuracy.
* Helped customers decide on specific financial products.
* Contributed to improving morale of the staff through team building exercises and listening to problems faced by new associates.

## ADDITIONAL WORK EXPERIENCE

### SALES ASSOCIATE Bigcity, ON

#### ABC TOURS 20xx – 20xx

* Collaborated with senior associates and various team members to create itineraries for clients and potential clients.
* Contacted hotels such as Xyz and Abc in various locations to get the best holiday package for the clients.
* Coordinated with bus drivers, taxi drivers and local transport to arrive and depart to and from the hotels.

## VOLUNTEER & COMMUNITY EXPERIENCE

### Head Coach Summer 20xx – Present

#### Anytown Youth Soccer Association Anytown, BC

* Coached a U13-15 Boys soccer team.
* Kept parents up to date on events, schedule changes, and other circumstances via phone and email.

### Vice President 20xx – 20xx

#### Bigcity University Student Business Club Bigcity, ON

* Liaised with community businesses to develop projects and networking events.

for club members.

* Worked with the club President to organize the meeting agendas each month.
* Responsible for club membership and outreach

## INTERESTS AND ACTIVITIES

* Member of the Anytown Youth Soccer Association
* Active intramural participant at Anytown University
* Passionate downhill skier

## REFERENCES AVAILABLE UPON REQUEST