

JOHN DOE

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Targeting Roles In:
FINANCE | BANKING | BUSINESS

A self-directed and motivated individual eager to leverage experience in a role in the financial or business sectors. Offering an extensive academic background in economics. Exhibits a proven record for recognizing inefficiencies and developing and orchestrating effective processes to foster best practices. Cultivates, manages, and influences client relationships in high-pressure climates. Acquired Securities Association Certificate issued by Association Name (2011). Fluency in English, Mandarin, and Cantonese.

Core Competencies & Areas of Proven Performance:

- User Acceptance Testing
- Data Mapping
- Financial Forecasting
- Strong Work Ethic
- Budget Control & Management
- Excellent Research & Analytical Skills
- Client Relationship-Building
- Team Leadership & Motivation
- Training and Development
- Proactive Communications
- Judgement and Decision-Making
- Data Processing and Statistical Software
- Matlab
- Eviews
- SPSS
- STATA
- MS Office
- Bloomberg Machine

FORMAL EDUCATION

Master of Arts in Economics

University Name, City, State

2012

» Coursework: Econometrics | Advanced Micro/Macro Economics | Asset Pricing | Industrial Organization

» Paper: "Examining the Relationship between the Return of Gold and Stock Market Performance"

Honour B.A. in Economics

University Name, City, State ON

2009

Selected achievements: 3.8/4.0 GPA, Graduated with Distinction, Ranked as one of the top three grade point averages among international students, Dean's Honour List 2007 and 2008

Bachelor of Economics

University Name, City, State

2009

Selected achievements: 4.0/4.0 GPA, Scholarship for Excellent Students 2005 and 2006, Ranked as first in the program

RELEVANT PROFESSIONAL EXPERIENCE

Administrator

Company Name, City, State

Sep. 2009 – Jun. 2012

China's largest Economic Forum

» Collaborated with a team to design and organize statistical software training courses.

» Interpreted and translated news from English to Chinese for the largest economics forum in China (www.website.com).

» Served as chief editor and journalist for Company Name, featuring news on current financial, economic and business issues. In charge of layout, design, publishing and fundraising.

Financial Analyst

Company Name, City, State

Apr. 2011 – Jan. 2012

» Prepared monthly and quarterly investment forecasts and made necessary recommendations regarding changes in the stock pool to exceed performance objectives.

» Analyzed and evaluated the Gold Exchange Traded Fund (ETF) market for investment purposes.