
JESSICA CLAIRE

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OBJECTIVE

Junior at the University of South Florida looking for an intern position that will utilize my educational background in the areas of general business, finance, sales, marketing and or operations.

EDUCATION

Bachelor of Science: Finance, Graduation Date May 2018

University of South Florida - Tampa, FL

- 3.33 GPA

Studied Finance: August 2013 - December 2014

Michigan State University - East Lansing, MI

SKILLS

Proficient in Microsoft Word,	Self Motivated
Microsoft Excel and	Quick Study
Microsoft PowerPoint	Attentive to detail
Finance Courses	Willing to learn new things
Managerial Accounting	Team player
Financial Accounting	Good at time management
Micro and Macro Economics	Comfortable with public speaking

ACCOMPLISHMENTS

- 2106 Coordinator for Jimmy V Foundation which raised \$10,000 in a month
 - 2016 Academic All Conference Athlete
 - 2016 Active member of the Brothers of Sigma Alpha Epsilon Fraternity
 - 2015, 2016 Scholarship Athlete of the USF Golf Team American Conference Champions
 - 2015, 2016 Member of the Student Athlete Advisory Committee at USF
 - 2010, 2015 Player in the United States Golf Association Amateur Championship
 - 2015 Player in the Canadian Amateur Golf Championship
 - 2013, 2014 Scholarship Athlete of the Michigan State University Golf Team
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WORK HISTORY

Private Banking and Investment Group Intern, 04/2016 - 07/2016

Merrill Lynch Private Banking And Investment Group – City, STATE

- Complied relevant research to help the team make investment decisions
- Used Bloomberg Terminal to pull relative strength index and fund performance from the teams long term growth portfolio
- Was required to choose at least one ETF per week for the team to add to a model portfolio
- Experienced first-hand stock market trades, client relations and was the first line of service support for incoming team phone calls.

Golf Trainer, 04/2015 - 07/2015

Self

- Taught a 15 year old who never played golf the fundamental of golf and after two months, the student knew the basics of the game and could play on his own
- Taught students how to train their bodies for a maximum swing and play at their optimum level
- Required persistence, coaching, encouragement, and patience
- Needed to gain the confidence of my students