

JESSICA CLAIRE

Montgomery Street, San Francisco, CA 94105 • (555) 432-1000 • resumesample@example.com

Summary

Over 20 years experience working with IFC on many sectors - oil and gas, mining, renewable energy and

Skills

- Experience with IFC jeopardy projects, portfolio management.
- Experience with several IFC Portfolio Databases.

Experience

Consultant, 12/1996 to Present

Urban Science – Frankfurt Am Main

- Conducted risk and impairment analyses of IFC's portfolio of loan and equity investments and recommended to senior management the specific loss reserves to cover impaired individual investments.
- Analyzed financial statements of client companies and coordinated with Investment Officers to validate information from IFC files.
- Participated in the development of a new loan loss reserve forecasting tool based on loan migration analysis.
- Took part in the preparation of the FY97 Loss Reserve Review Paper.
- Participated in discussions on the status of investee companies with the Investment Departments.
- Prepared project status reports to external auditors.

Policy Analyst, 03/1991 to 07/1994

Department Of Labor – Avenel, Bulgaria

- Managed a team of seven professionals to establish and operate one of the Company's first joint ventures with the Austrian partner Berthold & Stempel.
- Worked on the introduction of leasing in the hotel and catering divisions of the company.
- Worked with Senior Management on the introduction of a new accounting system.

Lecturer, 01/1987 to 03/1991

Massachusetts Institute Of Technology – Bulgaria

- Taught a course in Microeconomics.
- Participated in a number of projects on companies' restructuring and regional development issues with local enterprises and government agencies.

Languages

Bulgarian and Russian (fluent); German (working knowledge).

Education and Training

MBA: Finance, November 1996

GEORGETOWN UNIVERSITY - Washington, DC

Finance 3.67 Finance Club, Consulting Club. * SEED (Students for Eastern European Development) --Fund-raiser.

MS: Economics, February 1987

Varna University School of Economics Varna

Economics 3.85/4.00 Graduated in the top 5%. * Gold Medal from the Bulgarian Ministry of Education awarded for academic excellence.

Skills

accounting system, Bulgarian, Consulting, client, Database, equity, Senior Management, Finance, financial statements, forecasting, German, government, investments, migration, Russian (fluent, spread sheet, word processing

Activities and Honors