

# JESSICA CLAIRE

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

## CAREER FOCUS

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Motivated professional with seven years of experience in investment banking. Developing and implementing tailored financial solutions in tax-exempt and taxable capital markets.

## SUMMARY OF SKILLS

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- Computer proficient (including all Microsoft applications)
- Extensive quantitative analysis
- Debt structuring and bond modeling
- Detailed credit analysis
- Creative problem solving
- Strategic planning
- Project management
- Marketing materials development
- Business development
- Project management
- Series 7 and 63

## ACCOMPLISHMENTS

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### *Analytics*

- Assisted in the design, creation and implementation of a model to monitor, track and run various refunding scenarios for outstanding debt offerings
- Assisted in the creation and implementation of a formal training program for new analysts

### *Marketing*

- Implemented quarterly newsletter, highlighting featured transactions and capital market update for existing and prospective clients

## PROFESSIONAL EXPERIENCE

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08/2006 to Current **Assistant Vice President, Public Finance Investment Banking**

**Piper Jaffray & Co. – City, STATE**

Currently a support Banker in the Higher Education group. Focused on tailored financing solutions and capital markets advisory for public and private colleges and universities nationwide. Experience includes new business development, deal processing, quantitative and structuring analysis, credit analysis and rating process, design and implementation of fixed income bond offerings.

Extensive experience across many sectors in tax-exempt and taxable capital markets.

## EDUCATION

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2006

**Bachelor of Arts: Finance**

**Western Washington University - Claireingham, WA**

3.6 GPA

President of the Financial Management Association (WWU Chapter)

## PROFESSIONAL AFFILIATIONS

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The Bond Club of Chicago

Young Professional of Chicago

Chicago Banking Professionals