

SWS Research Team

Spring 2024
BY Anmeng Hao, Baijun
Zhang, Grace Brown



Potential Careers in Finance

Investment Banking



Timeline

- Assist companies in large financial transactions by:
 - Advising on mergers and acquisition
 - Raising capital through stock (i.e. IPOs) and bond issuance
 - Asset management
- Act as middlemen between investors (the buyers) and companies (looking to sell or raise capital)

- Apps open early second year
- Interviews through the fall and spring
- Internships are given for following summer in the late spring

Bulge Bracket: Goldman Sachs, JP Morgan, Morgan Stanley, Citi, Bank of America, Barclays, Wells Fargo, Deutsche, UBS

Boutique: Evercore, PJT, Guggenheim, Mizuho, Stifel, Jefferies, Moelis, Lazard, Centerview

Private Equity



- Purchase majority stock in a company and improve operations in order to increase value before selling for profit
 - *Venture capital*: invests in early-stage startups
 - *Growth equity*: invests in established businesses in the growth phase
 - *Leveraged Buyouts (LBO)*: using borrowed funds to take an mature, typically public company private

Timeline

- Often prefer 2-4 years of work experience in IB, consulting, etc.

Wealth and Asset Management



Wealth Management

- Broader view financial planning and advising for high net-worth individuals, focusing on the overall financial well-being of the client
 - investment management
 - retirement
 - estate planning
 - insurance

Asset Management

- Focuses specifically on managing investments
 - Monitor market trends
 - Develop investment strategies

Management Consulting



Application Timeline

- Provide expert opinions, analysis, and strategies to businesses
- Essentially called in to help solve a company's problem:
 - Increasing profitability
 - Organizational restructuring
 - Launching a new product
 - Improving competitiveness

- Internship applications open July - Sept of summer before 3rd year
- Full-time positions: July - Sept of summer before 4th year

BCG, Bain, McKinsey, Deloitte,
Oliver Wyman, EY, PwC, KPMG, Booz
Allen, FTI, Accenture

Tax, Audit & Assurance



Tax Services

- Advising clients on structuring transactions in a tax-efficient manner and in compliance with tax regulations

Audit

- Thorough audit of company's financial statements to ensure compliance with accounting standards and regulations

Assurance

- Includes internal assessments, risk management analyses, and regulatory compliance to provide decision makers with all relevant information

Application Timeline

- Apps open fall of 2nd year
- Interviews on rolling basis
- Offer in Spring of 2nd year for internships for following summer

Big Four: Deloitte, PwC, EY, KPMG

Additional Resources



Podcasts



Newsletters



BARRON'S

Intros

Expectations

News Discussion

Macro lesson

Networking/Recruiting

Networking & Recruiting Prep

What should I be doing right now?



Recruiting is getting earlier and earlier every year, which means that networking events and diversity applications are happening NOW!!!

If you are interested in an internship for the summer after third years, second years should start now:

1. **Attend all events** posted in the SWS newsletter or through Handshake for companies that you are interested in. They usually track attendance!
2. Start applying to **diversity programs**. Use your diversity status to your advantage! Most give you first rounds or super days automatically.
3. Show your **resume** to your CGOs to review :)))
4. **Do your own research** for companies that you are interested in.

Networking Events



DOs

1. Dress appropriately (business casual)
2. Come prepared with talking points and your elevator pitch
3. Be bubbly, friendly, and have an interesting conversation
4. Ask intelligent questions
5. Follow up after the event

DON'Ts

1. Only talk about business and show no personality
2. Hover
3. Drag on a conversation (know when/how to exit gracefully!)
4. Drink if you are underage

Networking Events DOs:

DO: Wear the proper attire. Always dress to impress. It's usually safe to assume **business casual attire**. (It's never embarrassing to be overdressed!!!) Here are some of my fav items (don't wait until the last minute to get these)



Slacks:

My favorites are from Ann Taylor. Banana Republic, White House Black Market, J. Crew are also good. Zara, H&M, etc. have good affordable options.



Blazer:

Make sure you have a well-fitted blazer! Same types of stores. Get staple colors and you can mix and match your blouse underneath.



Dress code: Business formal



Blazer! Pant/skirt suit or tailored, appropriate-length dress. Stick to neutral colors and try to make sure the colors match each other. Maybe only a few pairs of pants and blazer. Different blouses (not low-cut) and dresses can add the variety. One pair of nice work shoes like loafers.





Dress code: Business Casual, Smart Casual

Business Casual: Extremely similar to the networking events slide. Basically think business formal minus one element – usually the blazer. I wear a professional blouse with slacks and work shoes. A nice, neutral sweater works, or a dress with no blazer.

Smart Casual: Dark wash jeans and nice blouse, lean towards business casual.

It might seem confusing right now, but I promise over time you'll figure out more of the small details!



Example of dark wash jeans for Smart Casual

Places to buy professional clothing

Economical

Luxury



Zara
H&M
Express

Ann Taylor
Banana Republic
Loft
J. Crew
Brooks Brothers

Theory
Elie Tahari
Calvin Klein
Reiss

Stick to neutral colors! Black, navy, beige, white, grey, etc.

Networking Events DOs:



DO: Know how to enter conversations and come prepared with good talking points.

- Look for people who aren't talking to anyone yet or are talking to another full-time employee. They will appreciate you finding them first!
- **Introduce yourself and give a firm handshake.** Remember their name too!
- Have your elevator pitch in your back pocket.
- Do your research before the event and have good questions prepared.
- Be bubbly and talk about things that are not work-related!!!!
 - Easiest conversation starters are upcoming holidays & weekend plans

Networking Events DOs:



DO: Have intelligent questions prepared.

- Have some work related questions prepared:
 - Know what's happening in the market! What's the Fed doing? What have been the biggest WSJ stories?
 - Ask them about their position/why they like working for that company/favorite thing about their job etc.
 - Sound interested!!! Interject and follow up with something they said that was interesting to you.
- Have some non-work related questions prepared:
 - Ask about their time at UVA!!

Networking Events DOs:



DO: Follow up with the people or person you most connected with.

- Grab their business card/name/email and follow up after the event.
- In your email, mention a **specific thing you discussed** and you can ask for a follow up networking call to talk more in depth about the internship or company.
- Shows that you cared and stand out! People love personal thank you emails.



Networking Events DON'Ts:

DONT: Only talk about business or have no personality.

- No one wants to only talk about business. Talk about fun things! These will be more memorable and easy conversations.
- Don't ask business questions back to back. Interject with stories and relate to what they said. It's awkward to talk to a robot with a list of questions they want to ask you.
- Tell stories!! Literally the easiest way to kill time and relate to people and show that you have a personality.
- Tell a joke :) Don't be afraid to show your personality. Treat it like a conversation with a friend and not an interview.

Networking Events DON'Ts:



DONT: Hover! Know how to exit conversations well.

- When the conversation is dying down, know how to end the conversation. Say, "Well thank you for speaking with me! I would love to continue meeting the rest of your team, but do you have a business card so we can stay in touch following this event?"
- Don't hover around a few people already having a conversation. It's easiest to start a conversation with someone not talking to anyone yet. Don't be afraid to talk!!
- My favorite tip is to find a friend at these events and work as a team :)



Networking Events DON'Ts:

DONT: Drink if you are underage.

- **HUGE NO NO.** Most events have alcohol. Do NOT try to drink if you are underage, even if someone offers it to you. It reflects poorly on your character.
- If you are of age, you can have a drink but I'd say no more than 2. You want to seem professional!

Final Tips



- **The more events you do the better you will get at networking!** It always seems awkward at first but it's easy to get into a rhythm of how they work.
- **It's okay if you are talking to someone and find it awkward/that you aren't connecting.** Politely exit the conversation after a bit and then make your rounds to someone else!
- **It's important to make a good impression at these events.** Companies are making the effort to come to grounds to meet you and it can make a big difference in your application if you fall into one of the don't traps.
- **Get a head start in practicing these now during recruiting events!** Networking events happen all the time during internship/full time positions.

Resume Style



- One page, MAX!
- Font size: 10-12 point font
- Font style: Times New Roman, Ariel, Cambria, or Garamond
- Margins can be as narrow as 0.5" on both sides
- PDF
- Include your name in the file name, think "Last name, First name"

Resume WorkShop: Header



Van Bryant Spina

Address, Palm Beach, FL Zip
student@virginia.edu | 555-555-5555

EDUCATION

University of Virginia, McIntire School of Commerce

B.S. in Commerce, *Concentration in Finance*; B.A. in Economics

- **GPA: 3.97 / 4.00**; SAT: 2220 / 2400 (Math: 760, Reading: 760, Writing: 700)
- Honors: UVA Dean's List, National AP Scholar, AP Scholar with Distinction

Charlottesville, Virginia

Expected May 20XX

PELIN E. HALICI

2716 West Ox Road, Oakhill, VA 20171
(703)-667-0315 | peh3du@virginia.edu

EDUCATION

University of Virginia | McIntire School of Commerce | Charlottesville, VA

B.S. in Commerce, concentrating in Finance and Management with a Real Estate Track | Minor in Economics

GPA: 3.6, Dean's List

Expected May 2022

UVA in Oxford Study Abroad Program | Oxford, UK

Cancelled due to COVID-19

Summer 2020

HEADER

Required: Name, Address,
Phone Number, and Email
Optional: URL to LinkedIn

Bold name using all caps,
name should be no larger
than 16-18 pt

Intros

Expectations

News Discussion

Macro lesson

Networking/Recruiting



Resume WorkShop: Education

Van Bryant Spina

Address, Palm Beach, FL Zip
student@virginia.edu | 555-555-5555

EDUCATION

University of Virginia, McIntire School of Commerce

B.S. in Commerce, *Concentration in Finance*; B.A. in Economics

- **GPA: 3.97 / 4.00**; SAT: 2220 / 2400 (Math: 760, Reading: 760, Writing: 700)
- Honors: UVA Dean's List, National AP Scholar, AP Scholar with Distinction

Charlottesville, Virginia

Expected May 20XX

PELIN E. HALICI

2716 West Ox Road, Oakhill, VA 20171
(703)-667-0315 | peh3du@virginia.edu

EDUCATION

University of Virginia | McIntire School of Commerce | Charlottesville, VA

Expected May 2022

B.S. in Commerce, concentrating in Finance and Management with a Real Estate Track | Minor in Economics

GPA: 3.6, Dean's List

UVA in Oxford Study Abroad Program | Oxford, UK

Summer 2020

Cancelled due to COVID-19

EDUCATION

Line 1: School and Education:
"University of Virginia, McIntire School of Commerce, Charlottesville VA"

Line 2: Degree, Majors, Concentration(s), Track(s), and Minors (Ex: BA in Economics), if you have not declared a concentration or major "Intended Major in __"

Line 3: GPA, SAT/ACT Scores

Line 4: If you are a transfer, your previous institution should follow

Intros

Expectations

News Discussion

Macro lesson

Networking/Recruiting



Resume WorkShop: Work/Professional Experience

PROFESSIONAL EXPERIENCE

Palm Beach Capital

Palm Beach, Florida June 20XX – Current

Private Equity Summer Analyst

- Developed an operating model for a seven (7) center orthopedic and pain management medical practice with ~\$8mm in Adj. EBITDA and built a pitch book to secure a \$5mm line of credit
- Constructed a real estate model for a \$13mm purchase of a ~110,000 ft² commercial property and increased the functionality of the firm's old real estate model for use on future transactions
- Built an excel model to reflect the distributions waterfall for a ~\$10mm equity investment

Foxhaven Asset Management, LP

Charlottesville, Virginia

Research Consultant

September 20XX – May 20XX

- Researched judicial advancements surrounding Airbnb by speaking with public officials which contributed to the fund entering a long position in the hotel industry
- Sourced former executives, competitors and industry experts as well as assisted in interviewing to enhance research on the fund's investment ideas
- Collaborated with the firm's analysts to identify misperceived companies and helped build financial models

EXPERIENCE

Line 1: Information to include: company; title; geographic location; dates of employment

Typical Formatting:

Company Name, Title, Location
From - To Month & Year

What you did bullets:

- Use strong action verbs
- Avoid passive verbs like: responsible for, assisted, helped
- What did you actually do
- Be as quantitative as possible!!
- Why did you do it? How was your work helpful?
- Impact of your actions? Value added?

WORK EXPERIENCE

JP Morgan Asset Management | New York, NY

June 2021-August 2021

Incoming Summer Analyst for the Real Estate group

Wallis Bank Headquarters | Finance and Accounting Intern | Houston, TX

June 2019-July 2019

- Assisted in writing two site visit reports for homes with an appraiser to assure the bank does not over-lend
- Facilitated assessment of bank risk by inspecting aspects in loan proposal memos such as personal liquidity, collateral, comparable market analyses and calculating the loan to value and loan to cost ratio with loan officers
- Further evaluated whether the legal entity can incur and pay debts to make a final decision under a loan underwriter
- Audited financial statements and prepared invoices under supervision of the accounting department

Intros

Expectations

News Discussion

Macro lesson

Networking/Recruiting



Resume WorkShop: Leadership Experience

LEADERSHIP EXPERIENCE

Smart Women Securities at UVA

January 2019-Present

Chief Research Officer

- Train 38 girls in the research team how to read financial statements, understand earning calls, create a comparative analysis, and use DCF valuation to evaluate and pitch undervalued companies

Chief Communications Officer

- Distributed weekly newsletter to the club containing internship opportunities and recruiting events using Mailchimp
- Created a mentorship program with current members and collected 500 alumnae contacts to help young women achieve academic, extracurricular and personal goals

Research Analyst

- Researched macroeconomic trends and company performance in the TMT industry to identify undervalued companies
- Pitched Ralph Lauren and iRobot to SWS's investment board to contribute to their portfolio

Enactus | Consultant Project Leader

September 2018-Present

- Provided consulting services to Fabb Finds by directing marketing, increasing social media engagements, developing a new website and creating in-store events, which increased foot-traffic by 200%
- Successfully launched a modern and renovated website and connected more customers for catering for Breadworks
- Improved Sombrero's sales from approx. five to twenty orders a day by partnering with Elevate Meal Plan

Buford Middle School | Math Tutor

September 2018-March 2020

- Tutored kids in a special after school program to assist them in homework assignments
- Provided mentorship to students by serving as a positive role model

ACTIVITIES/LEADERSHIP

Information to include: Name of organization, title, geographic location, date of involvement

Same style, verbs, and quantitative necessities as work experience section

Highlight relevant transferable skills

- What did you do? What did your involvement require of you? How did you contribute?
- If a member of an organization, what was the value-add? What did you learn? What kind of community did you help create through your involvement?

Resume WorkShop: Leadership Experience Ex #2



EXTRACURRICULAR ACTIVITIES

Alternative Investment Fund

Education Chair

- Organize the training program for 12+ probationary members and teach lessons on subjects including accounting, industry / fundamental analysis, comparable companies analysis and discounted cash flow valuation
- Contribute investment ideas to a \$20,000 student-run portfolio that invests in a broad spectrum of asset classes
- Past pitches include: Fitbit (Short), Autoliv (Long), Royal Caribbean Cruises (Short)

Charlottesville, Virginia

September 20XX – Current

Analyst Jumpstart

Founder and President

- Founded a mentorship program with weekly lectures for 1st year students interested in investing
- Assign projects throughout the semester on topics including resume building and Porter's Five Forces

Charlottesville, Virginia

February 20XX – Current

Phi Kappa Psi Fraternity

Treasurer

- Manage a budget of over \$100,000 on behalf of the fraternity
- Established a finance committee to negotiate buying relationships with local vendors to achieve cost savings

Charlottesville, Virginia

February 20XX – Current

ACTIVITIES/LEADERSHIP: Example #2

Information to include: Name of organization, title, geographic location, date of involvement

Same style, verbs, and quantitative necessities as work experience section

Highlight relevant transferable skills

- What did you do? What did your involvement require of you? How did you contribute?
- If a member of an organization, what was the value-add? What did you learn? What kind of community did you help create through your involvement?

Resume WorkShop: Skills and Interests



SKILLS, AWARDS & INTERESTS

Technical Skills & Certifications: Python, Stata, Licensed Real Estate Sales Associate

Awards: 1st Place Winner of the Barclays Market Insights Competition (1600+ participants); Portfolios with Purpose Campus Challenge Finalist (Top 5); William R. Walker Award (scholarship for excellence in business)

Interests: Beta Tester @ Nike Training Club, Sneakers, Architecture, Street Art, and Boating

PERSONAL INTERESTS AND SKILLS

- Microsoft Certifications in Word, Excel, and PowerPoint through Certiport and technical skills in Python
- Fluent in Turkish and working proficiency in Spanish
- Hiking, cooking, painting, taking road trips and playing tennis

SKILLS/INTERESTS

- Last section of resume, but for tech positions, highlight IT skills higher on resume
- Computer and language skills
- Interests are optional, but they are great talking points during interviews
 - Hobbies
 - What do you get excited about?



Resume WorkShop: Final Look

Concentration: Finance

Van Bryant Spina

Address, Palm Beach, FL Zip
student@virginia.edu | 555-555-5555

EDUCATION

University of Virginia, McIntire School of Commerce
B.S. in Commerce, Concentration in Finance; B.A. in Economics
• GPA: 3.97 / 4.00; SAT: 2220 / 2400 (Math: 760, Reading: 760, Writing: 700)
• Honors: UVA Dean's List, National AP Scholar, AP Scholar with Distinction

Charlottesville, Virginia

Expected May 20XX

PROFESSIONAL EXPERIENCE

Palm Beach Capital
Private Equity Summer Analyst

Palm Beach, Florida June 20XX – Current

- Developed an operating model for a seven (7) center orthopedic and pain management medical practice with ~\$8mm in Adj. EBITDA and built a pitch book to secure a \$5mm line of credit
- Constructed a real estate model for a \$13mm purchase of a ~110,000 ft² commercial property and increased the functionality of the firm's old real estate model for use on future transactions
- Built an excel model to reflect the distributions waterfall for a ~\$10mm equity investment

Fishaven Asset Management, LP

Charlottesville, Virginia

Research Consultant

September 20XX – May 20XX

- Researched judicial advancements surrounding Airbnb by speaking with public officials which contributed to the fund entering a long position in the hotel industry
- Sourced former executives, competitors and industry experts as well as assisted in interviewing to enhance research on the fund's investment ideas
- Collaborated with the firm's analysts to identify misperceived companies and helped build financial models

Wexford Capital, LP

Greenwich, Connecticut

Summer Analyst

June 20XX – July 20XX

- Analyzed different topics such as political rhetoric on pharmaceuticals and counterfeiting in China
- Presented my findings during weekly portfolio updates and prepared summary memos for the entire firm

EXTRACURRICULAR ACTIVITIES

Alternative Investment Fund
Education Chair

Charlottesville, Virginia

September 20XX – Current

- Organize the training program for 12+ probationary members and teach lessons on subjects including accounting, industry / fundamental analysis, comparable companies analysis and discounted cash flow valuation
- Contribute investment ideas to a \$20,000 student-run portfolio that invests in a broad spectrum of asset classes
- Past pitches include: Fibit (Short), Autoliv (Long), Royal Caribbean Cruises (Short)

Analyst Jumptart

Charlottesville, Virginia

Founder and President

February 20XX – Current

- Founded a mentorship program with weekly lectures for 1st year students interested in investing
- Assign projects throughout the semester on topics including resume building and Porter's Five Forces

Phi Kappa Psi Fraternity

Charlottesville, Virginia

Treasurer

February 20XX – Current

- Manage a budget of over \$100,000 on behalf of the fraternity
- Established a finance committee to negotiate buying relationships with local vendors to achieve cost savings

SKILLS, AWARDS & INTERESTS

Technical Skills & Certifications: Python, Stata, Licensed Real Estate Sales Associate

Awards: 1st Place Winner of the Barclays Market Insights Competition (1600+ participants); Portfolios with Purpose Campus Challenge Finalist (Top 5); William R. Walker Award (scholarship for excellence in business)

Interests: Beta Tester @ Nike Training Club, Soccer, Architecture, Street Art, and Boating

PELIN E. HALICI

2716 West Ox Road, Oakhill, VA 20171
(703)-667-0315 | pch3du@virginia.edu

EDUCATION

University of Virginia | McIntire School of Commerce | Charlottesville, VA
B.S. in Commerce, concentrating in Finance and Management with a Real Estate Track | Minor in Economics
GPA: 3.6, Dean's List

Expected May 2022

UVA in Oxford Study Abroad Program | Oxford, UK
Cancelled due to COVID-19

Summer 2020

WORK EXPERIENCE

JP Morgan Asset Management | New York, NY
Incoming Summer Analyst for the Real Estate group

June 2021-August 2021

Walls Bank Headquarters | Finance and Accounting Intern | Houston, TX

June 2019-July 2019

- Assisted in writing two site visit reports for homes with an appraiser to assure the bank does not over-lend
- Facilitated assessment of bank risk by inspecting aspects in loan proposal memos such as personal liquidity, collateral, comparable market analyses and calculating the loan to value and loan to cost ratio with loan officers
- Further evaluated whether the legal entity can incur and pay debts to make a final decision under a loan underwriter
- Audited financial statements and prepared invoices under supervision of the accounting department

LEADERSHIP EXPERIENCE

Smart Women Securities at UVA

January 2019-Present

Chief Research Officer

- Train 38 girls in the research team how to read financial statements, understand earning calls, create a comparative analysis, and use DCF valuation to evaluate and pitch undervalued companies
- Chief Communications Officer
- Distributed weekly newsletter to the club containing internship opportunities and recruiting events using Mailchimp
- Created a mentorship program with current members and collected 500 alumnae contacts to help young women achieve academic, extracurricular and personal goals
- Research Analyst
- Researched macroeconomic trends and company performance in the TMT industry to identify undervalued companies
- Pitched Ralph Lauren and iRobot to SWS's investment board to contribute to their portfolio

Enactus | Consultant Project Leader

September 2018-Present

- Provided consulting services to Fabb Finds by directing marketing, increasing social media engagements, developing a new website and creating in-store events, which increased foot-traffic by 200%
- Successfully launched a modern and renovated website and connected more customers for catering for Breadworks
- Improved Sombro's sales from approx. five to twenty orders a day by partnering with Elevate Meal Plan

Bufo Middle School | Math Tutor

September 2018-March 2020

- Tutored kids in a special after school program to assist them in homework assignments
- Provided mentorship to students by serving as a positive role model

PERSONAL INTERESTS AND SKILLS

- Microsoft Certifications in Word, Excel, and PowerPoint through Certiprot and technical skills in Python
- Fluent in Turkish and working proficiency in Spanish
- Hiking, cooking, painting, taking road trips and playing tennis

KAYDY VU

10622 Regan Park Ct • Fairfax, VA • 22030
(703)-477-3328 • kyy7jx@virginia.edu

EDUCATION

University of Virginia - McIntire School of Commerce (GPA: 3.98/4.0) Class of 2023
B.S. in Commerce and B.A. in Applied Statistics (Econometrics concentration)
Honors and Awards: Dean's List

Fairfax High School (GPA: 4.5/4.0 | SAT: 1550/1600) Class of 2019
Honors and Awards: Marine Corps Distinguished Athlete Award (2019), Speaker at Graduation (2019), National AP Scholar (2019); Virginia Residential Governor's School for the Humanities (2018); George Washington University Leadership Award (2018)

EXPERIENCE

OakHeart Financial Group; A private wealth advisory practice of Ameriprise Financial Services, LLC.
Private Wealth Advising Intern

September 2020 – Present

- Work with members in and perform tasks across the financial planning, client relations, and investment branches of the office
- Work with a team of 5 interns, take on responsibility of training and leading new interns
- Generated client foundational plans that drove the office to win the 2020 ACE award, an honor which less than 1% of Ameriprise practices across the nation qualified for
- Gather data from client financial statements to prepare for client meetings
- Use software to create and update client financial plans and projections
- Perform various different research tasks such as calculating required minimum distributions, qualified charitable distributions, and education costs for clients.

UVA Smart Woman Securities

August 2019 – Present

Research Analyst

January 2020 – Present

- Work with a team of 5 focusing on the TMT (Technology, Media, and Telecom) Industry
- Conduct in-depth research on stocks by analyzing market trends, evaluating financial statements, and performing company valuations (i.e. discounted cash flow analysis, comparable company analysis)
- Construct and deliver stock pitches

Investment Board Secretary

January 2020 – April 2020

- Conduct research on market and company trends and deliver updates to the Investment Board

Statistics Tutor

January 2020 – Present

- Currently listed as a tutoring resource by the UVA Department of Statistics
- Help undergraduate UVA students understand class material, work through problem sets, and prepare for exams
- Assisted a student in improving their grade by nearly 30 points from their first exam to their second exam
- Assisted another student in obtaining an A in their statistics class, their highest grade of the semester

Maple Dental Care

Dental Receptionist

June 2017 – August 2019

- Gained valuable communication and problem-solving skills while fulfilling the duties of: making appointments; answering phones; collecting payments; speaking to insurance companies and contractors; speaking to patients in waiting room; filing paperwork; handling receipts and mail

COMMUNITY INVOLVEMENT

UVA Intramural Volleyball

January 2020 – Present

UVA Vietnamese Student Association

January 2020 – Present

SKILLS

Programming: Statistical analysis and data visualization with Python, R, and SAS

Computer: Microsoft Office Suite, Google Applications

Languages: English (Fluent), Vietnamese (Conversational), Spanish (Classroom)

Caregiving: Certified Patient Care Assistant (PCA)

Interests: Volleyball, tennis, desserts (huge sweet tooth!)

Intros

Expectations

News Discussion

Macro lesson

Networking/Recruiting

Thank you!

We're excited for the semester!!

