Caroline J. Buigas

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CAREER OBJECTIVE

Combining my expertise as a financial advisor along with my passion for user experience, I provide both planning clients and investment representatives with a seamless experience through cutting edge design.

SKILLS

- Google UX Design Certification
- Professional Licenses: SIE, FINRA Series 7 & 66, Life & Health Insurance

EXPERIENCE

Fidelity Investments, New York, NY — March 2022 – Current

Planning Consultant

- Engaging with an average of 15 clients daily, providing expert guidance in retirement planning and financial organization, ensuring clients feel empowered in their financial journey
- Collaborating closely with 2 senior financial consultants, managing the needs of over 300 clients each and fostering strong relationships to maintain their books of business
- Producing comprehensive portfolio reports, analyzing risk, tax implications, and expense ratios, allowing clients to make informed decisions to optimize their investment strategies
- Proactively sought 90+ opportunities to implement investment solutions via fixed income, equities, and cash in alignment with clients' aspirations

UBS Financial Services, Weehawken, NJ — January 2021 – March 2022

Financial Advisor

- Consistently exceeding performance metrics like new client acquisitions by over 250% throughout Q3 and Q4 of 2021
- Delivering financial advice and services for more than 20-30 clients daily with energy and confidence
- Reviewing client investment portfolios for diversity and balance utilizing Morningstar and historical analysis
- Collaborating with our team of 15 financial advisors to share best practices for client relations daily
- Overseeing more than $8 million in assets under management to date in investments for hundreds of clients

MAC Trust, Naples, FL — Summer 2020

Wealth Management Intern

- Reviewed sectors of the stock market to identify technology companies that have potential to create alpha
- Monitored investment portfolios daily to maintain desired holding percentages in response to market fluctuations
- Valued individual companies to determine buying options for future investments

John Hancock, Boston, MA — Summer 2019

Mutual Fund Administration Intern

- Reviewed over 100 shareholder reports for changes in expense ratios and accuracy of financial information
- Prepared expense budgets and analyzed the soundness of fund fees through the payment of invoices
- Reported directly to senior executives on topics such as state security registration fees and the future of ETFs

EDUCATION

Bentley University, Waltham, MA
Bachelor of Science in Finance, 2020 & Master of Finance, 2023
GPA: 3.6 (Dean's List, Four Semesters) (President's List, One Semester)
Honors: President's Academic Scholarship, Women's Leadership Award