

Erika Lopez

(310) 777-8888 • elopez2@hsf.net

OBJECTIVE:

Seeking an internship in finance with Wells Fargo

EDUCATION:

Pepperdine University, Malibu CA

May 2018

Major: Business Finance

GPA: 3.9

- Related Coursework: Business Analytics, Investments, Managerial Accounting, Financial Management, Statistical Methods and Critical Thinking

SKILLS:

- Bilingual Spanish, Portuguese, and French
- Microsoft Applications: Word, Excel (Macros, Pivot Tables, V-lookup and H-lookup), PowerPoint and Outlook
- Quicken, Ace Money and QuickBooks
- Scored 13,000 on 10 Key Data Entry Test with 100% Accuracy

HONORS:

- Gates Millennium Scholar
- Hispanic Scholarship Fund Scholar
- HSF National Leadership Conference Scholar
- Ernst & Young Finance Summit Scholar
- Wells Fargo Sophomores Leadership Scholar
- Waves Presidential Scholar
- Pepperdine Women in Finance Scholar
- Cathedral HS: Salutatorian G.P.A 4.4

LEADERSHIP

- Delta Delta Delta - President
- Student In Free Enterprise (SIFE) – Vice President
- National Honor Society – Vice President
- Women's Soccer Team – Captain
- Women Intramural Soccer Team - Captain
- Pepperdine Project Serve –Project Manager
- Cathedral High Debate Team – Captain
- Taekwondo – Master Instructor
- Pepperdine Latinos Association – Treasurer
- Latinos in Finance - Member

EXPERIENCE:

Jump Asset Managers

Los Angeles, CA

February 2015-September 2015

Finance Intern

- Researched alternative investment opportunities for company clients
- Communicated with over 500 potential clients and established list of strong leads
- Supported managers with financial modeling, adhoc analysis, and reporting

Santos Electronics

Hollywood, CA

June 2013-January 2015

Sales Manager

- Trained, hired, recruited, and tracked the sales performance of six retail sales representatives
- Processed payroll and made outbound collections calls to bring outstanding balances up to date
 - Recommended online business development strategy and increased sales by 40% in the first quarter

Sales Associate (promoted to Manager in six months)

- Provided exceptional customer service and created manuals to train new employees on upselling and cross-selling new tech products
 - Employee of the month award