

Xue (Sue) Leng

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EDUCATION

Robert H. Smith School of Business, University of Maryland, College Park, MD December 2016
Master of Science in Finance

Southwestern University of Finance and Economics (SWUFE), Chengdu, China 2015
Bachelor of Economics, Major: Finance, Minor: Accounting, GPA: 3.6/4.0
▪ Awarded scholarship (2014) for outstanding academic excellence.
▪ Won two prizes in National English Contest and English Speaking Contest.

PROFESSIONAL EXPERIENCE

TongXin Certified Public Accountants Co., Ltd., Tianjin, China 2015
Accounting Intern
▪ Projected mortgage interest and fixed-income asset amortization expense calculations, reducing workload by 25%.
▪ Hosted two departmental meetings to review latest accounting policies; presented detailed drivers of internal regulations and industry competition.
▪ Participated in auditing project with four Certified Public Accountants; formulated accounting statements for \$500K project proposal.

Qilu Securities, Tianjin, China 2014
Financial Analyst Intern
▪ Led process for opening accounts and assisted five customers to set up savings accounts; compiled necessary registration filings, accelerating registration process by 20%.
▪ Collaborated with eight financial analysts to develop weekly client services report; resulted in portfolio status presentation to executive leadership for regulatory and client strategy development.
▪ Communicated with clients on daily basis to confirm investment transactions and service satisfaction; executed and monitored three to five transactions daily with total value averaging \$10K.
▪ Developed and directed strategic plans National Equities Exchange and Quotations (NEEQ), with team of eight, leading to 10% increase in client acquisition for company.
▪ Partnered with team of four to solve customer problems regarding asset account openings and applications for new share subscriptions; managed 50+ customers, achieving 100% satisfaction rating.

Financial Journal of School Library, Chengdu, China 2013
Chinese Translator
▪ Translated financial literature, *Interconnectedness and Systemic Risk: Lessons from the Financial Crisis and Policy Implication*, January 4, 2013; published in *Translation of Financial Literature*, Issue No. 138: 29 - 40.

LEADERSHIP AND PROJECTS

Volunteer Income Tax Assistant, UMD, Maryland, US 2016
▪ Prepared actual tax returns for clients, created forms such as 13614C and 13614NR under IRS regulations.

Research Institute of Economics and Management, SWUFE, Chengdu, China 2012
▪ Initiate a study on effects of governmental supervision based on binomial model and game theory and won third prize for best thesis.

Research Institute of Economics and Management, SWUFE, Chengdu, China 2011
▪ Undertook dissertation to study school students' eye-sight and financial situations in team of six; analyzed over 300 data records, interviewed experts and won second prize for best thesis.

ADDITIONAL INFORMATION

▪ Technology: SAS, SAS Base, Matlab, STATA, EViews