

## **Matthew B. Katz**

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### **Education**

**University of Connecticut**, Storrs, CT

Aug 2012- May 2016

- Bachelor of Arts: Business
- Major: Real Estate & Urban Economic
- Cumulative GPA: 3.214
- Freshman ACES Dean's List

### **Work Experience**

**The Travelers Company Inc.**, Hartford, CT

Dec 2015- Jan 2016

- Winter Internship in the First Party Marketing Department
- Created and edited marketing materials used for different marketing campaigns
- Assisted in creating internal presentations of marketing materials
- Proofreading/editing of Travelers.com business insurance web pages

**The Travelers Company Inc.**, Hartford, CT

May 2015- Aug 2015

- Summer Internship in the Select Marketing Department
- Created and edited marketing materials used for different marketing campaigns
- Assisted in creating internal presentations of marketing materials
- Assisted in creating a more organized system for obtaining marketing materials both internally and externally

**The Travelers Company Inc.**, Hartford, CT

Dec 2014- Jan 2015

- Winter Internship in the Field and Agency Management Department
- Created agent profiles for sales representatives to use in order to have more background on the agent when making a sale

**KWK Management**, Simsbury, CT

May 2014- Aug 2014

- General maintenance and care of apartment buildings and grounds

**Jeffrey H. Katz, M.D.**, Manchester, CT

June 2011-Aug 2012

- Physician's office administrative duties including computer input of data

### **Skills**

- Highly Dependable - Adaptable Learner - Honest Employee - Strong Analytical Skills - Driven to Succeed

### **Additional Activities**

- 2 years of coaching youth basketball
- UConn Real Estate Society
- Miscellaneous volunteer work