

Justin Shirer

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Skills

- Problem Solving • Leadership • Communication • Teamwork •
- Excel (VBA) • MS Office (Word, PowerPoint etc.) • Python • Spanish •

Education

Wilfrid Laurier University

Honours Bachelor of Business Administration (Co-op)

Expected Graduation: August 2025

- Led financial analysis for BDO New Venture competition team, analyzing market research and financial projections to create a comprehensive business plan.
 - Presented the team's detailed business plan to a panel of judges, earning recognition as finalists in a highly competitive pool of applicants.
 - Developed analytical skills and gained valuable insight into the critical role of financial planning in the success of a new venture.
- Relevant Courses: Financial Management 1 & 2 (BU283, BU393), Managerial Accounting (BU247)
- Computer Science Minor
- Spanish Minor

Work Experience

IA Clarington - Data Analyst

Summer 2022

- Collaborated with a team to migrate a CRM system by utilizing Excel and VBA skills to identify and clean up data issues, preventing problems during the migration process.
- Coordinated meetings with firm members to discuss identified issues with client records and worked diligently to resolve these issues.
- Handled a dataset of 10,000 clients and created multiple data archives for use in the future CRM system.
- Developed a systematic approach to data analysis, ensuring accuracy and completeness of all data sets analyzed through Excel with use of VBA code.
- Leveraged existing knowledge and gained a deeper understanding of the Canadian financial industry, enabling me to perform my duties effectively.

Master Seo's Dynamic Taekwondo - Assistant Instructor

2017 – 2020

- Ensured smooth class operation, organized equipment and children employing organizational and teamwork skills which allowed the lead instructor to run class effectively.
- Lead class as a whole or in smaller groups utilizing leadership and public speaking skills leading to beneficial outcomes in children's ability in addition to strides they made as people.

Qualifications Achievements and Other Experience

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|-------------------------------------|------------------------------------|
| • Spanish Student Exchange | • 2nd Degree Black Belt (Kukkiwon) |
| • Precision Competition Team Member | • NCCP Assistant |
| • BDO New Venture Finalist | Instructor (Taekwondo |
| • Bronze Cross (Red Cross) | Canada) |