**Malec Moghadam**

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**EDUCATION**

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| **The University of Texas at Austin** | Bachelor of Business Administration, Finance  Minor: Economics  Overall GPA: 3.64 | May 2023 | May 2019 |

**EXPERIENCE**

**Panache Development & Construction** -*Intern, Finance;* Austin, Texas February 2022 – August 2022

* Partnered with executives to obtain $1M+ draws from lenders bimonthly
* Synthesized over 100,000 bits of data, extracted insights, and developed recommendations for future funding and whether certain initiatives would be successful
* Contribute to ongoing efficiency efforts through automation, process design, and implementation of several systems such as a revitalized POs and simplified draw requests

**Revojam** - *Analyst;* Austin, Texas August 2021 – May 2022

*Virtual Jukebox; Streaming companion app*

* Conducted analysis of competitors and trends in a fast-moving market
* Supported the development of strategies and alteration of existing software for new emerging markets
* Created expansive presentations and reports to facilitate fundraising from local competitions

**Austin Fertility Institute** -*Insurance and Office Management,* Austin, TXJune 2020 – August 2020

* Communicated confidential information between the practice and outside entities on behalf of clients
* Maintain responsibilities for completion and accuracy of work products
* Developed skills through mentorship, experience, and reading materials

**LEADERSHIP EXPERIENCE AND ACTIVITIES**

**Austin Uplift** - *Cofounder, VP of Finance* March 2021 – Present

* Conceptualized initiative to assist underserved communities within Austin
* Fundraised $4500+ using crowdfunding and partnerships with local brands to serve the unhoused community in Austin
* Coordinated 50+ volunteers, identifying and partnering with local nonprofits

**Central Texas Model United Nations** - *Chief of Finance*  December 2020 - Present

* Managed the over $90,000 annual cashflow of a 501c(3) nonprofit
* Coordinated the acquisition of needed materials for bi-annual conferences with 400+ highschoolers each
* Ensured that organization remained solvent during the COVID-19 pandemic

**Best Buddies** - *Peer Buddy, Treasurer*  Fall 2019 – May 2022

* Managed a $7000+ account and fundraised through local initiatives
* Adapted events to COVID-19 pandemic to promote connections with immunocompromised individuals in a safe way
* Participated in initiatives to improve the capabilities of the organization

**HONORS**

* CTMUN Officer of the Season Spring 2020
* University Honors Fall 2019 - Present
* March Economic Madness Case Competition Finalist Spring 2022

**ADDITIONAL INFORMATION**

**Computer Skills:** Excel, VBA, SQL, Photoshop, HTML/CSS, Python, PowerPoint, QuickBooks

**Languages:** Fluent: English | Beginner: Spanish

**Interests:** Jeopardy, Fantasy Football, Tennis

**Work Eligibility:** Eligible to work in the U.S. with no restrictions