

# Matthew Pike

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## EDUCATION

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**University of Denver, Denver, CO**

June 2019

**Daniels College of Business**

*Bachelor of Science Business Administration – Finance*

## PROFESSIONAL EXPERIENCES

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**CoBank, Greenwood Village, CO**

December 2021 – Present

*Lease Closing Specialist – Large Project Team*

- Responsible for origination activities for complex equipment and facility lease transactions, including lease projects and capital market transactions.
- Accountable for transactional prioritization, documentation, interim funding management, quality assurance, funding and booking activities.
- Collaborate with relationship managers, asset management, credit team, attorneys, customers and lease partners to ensure lease origination commitments are met.

**Radian, Denver, CO**

June 2020 – December 2021

*Closing Services Representative*

- Evaluate all aspects of the loan process in a timely manner to ensure a smooth closing process
- Communicate with clients, title services and signing agents to ensure all closing documents are approved and all underwriting guidelines are met
- Address inquiries from clients, agents and internal staff promptly to maintain closing schedules

**Starbucks, Denver, CO**

July 2019 – June 2020

*Barista Trainer*

- Ensured customer connections were created while quickly responding to requests in a fast-paced environment across seven store locations
- Trained new and old partners to meet the needs of customers in a positive manner

**Daniels College of Business, Denver, CO**

June 2018 – June 2019

*Admissions Team Member*

- Enhanced prospective students understanding of Daniels by sharing the school's passion for excellence and integrity
- Guided students and employers during large events including career fairs and industry workshops
- Encouraged students to attend the college by tailoring discussion to their interests and goals

**University of Denver, Denver, CO**

June 2018 – June 2019

*Teaching Assistant*

- Enabled students to advance their professional skills within the Microsoft Suite
- Partnered with fellow TA's to develop effective teaching methods within the classroom
- Leverage interpersonal skills during office hours to assist students' specific learning challenges

## SKILLS

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**Language:** English

**Computer:** Certified in Microsoft Excel, Word, PowerPoint and Bloomberg Market Concepts. Intermediate experience in Adobe Suite and R Programming