

# Michael Hartmann

*B.B.A. Specialization Finance*  
Trinity Western University

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I am a recent business grad with experience in equity research and investment principles. I thrive on tackling obstacles and presenting solutions in intuitive ways. I have a deep knowledge of Microsoft Office and regularly use Excel to model equities. I have an interest in programming that has started in Python but continues to grow in extent and in breadth as I look to learn new languages and develop new tools. Beyond finance and programming I enjoy developing policy, specialty coffee, and helping others understand financial markets.

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## Education

Trinity Western University  
*B.B.A. Specialization in Finance*  
Graduated December 2019

Kwantlen University  
*Entrepreneurial Leadership*  
Attended Sep. 13 to Apr. 15

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## Skills

- Advanced user of Microsoft Excel, Word, and Powerpoint
- DCF Valuations and equity modelling through Excel
- Experience using API/structured data to extract information
- Intermediate proficiency in Python with limited experience in other programming languages
- Creating rational project plans and dynamically alter them according to project requirements
- Developing policy and guidelines for internal and external use
- Incredibly inquisitive and detail oriented in research and preparing reports
- Strong communication skills in both verbal and written mediums
- Synthesizing external and internal perspectives into meaningful and actionable plans
- Pursuing CFA Level I Summer 2020

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## Work Experience

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### TWU Student Managed Investment Fund

Portfolio Manager

*September 2017 to April 2019*

- Constructed the DCF valuation templates for fund use
- Pitched companies across different sectors
- Wrote fund investment guidelines and policy documents
- Developed hiring and meeting procedures
- Took part in validating pitches and ensuring accuracy of data

### Starbucks

Shift Supervisor

*January 2018 to May 2019*

- Wrote morning orders according to inventory levels
- Maintained fast workflow while managing meal breaks
- Prioritized cleaning, maintenance and operational duties on an ongoing basis

### Premium Woodcraft Homes & Beaver Brothers Framing

Framer, Carpenter, Concrete Work

*Summer 2016, Summer 2017, May 2019 to Present*

- Work in a fast-paced team environment
- Work according to schedule needs — overtime and weekends as needed
- Liase with other trades to make fixes and alterations
- Ensure quality and safety at every step

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## Qualifications

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### Bloomberg Market Concepts — March 2018

Eight hour self-directed course focused on equities, bonds, economic indicators and basic functionality of the Bloomberg Terminal.

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### Academic Reference

Chen Liu  
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