

JESSICA CLAIRE

✉ resumesample@example

☎ (555) 432-1000,

📍 Montgomery Street, San
Francisco, CA 94105



SUMMARY

Meticulous analyst and consultant, excellent at juggling multiple tasks and working under pressure. Broad industry experience includes Fitness, Environmental Science, Finance and Insurance.

HIGHLIGHTS

- Motivated fitness & Zumba instructor
- Experience with Environmental/Geological work and risk analysis.
- Extensive work in Equity Research and stock analysis.
- Data analysis and report generation.
- Currently enrolled in The Institute for Integrative Nutrition to become a Health & Well coach
- Financial analysis and forecasting experience.
- Excellent interpersonal communication skills.
- Comfortable public speaking and communication with executives

EDUCATION

Tufts University
Medford, MA • 5/1995 – 5/2000

Bachelor of Science: Geological Science and Environmental Science
GPA: 3.4/4.0
Geological Science and Environmental Science GPA: 3.8/4.0

University of North Carolina at Chapel Hill
Chapel Hill, NC • 12/1997 – 5/2000

Master of Science: Geology-Biogeochemistry - GPA: 3.8/4.0
Studied the Geology and Biogeochemistry of the Neuse River Estuary, N.C.

ACCOMPLISHMENTS

Successful Fitness & Zumba Instructor

- Experienced group fitness instructor with the ability to motivate novice to advanced students to achieve their fitness and health goals

Competitive Financial and Risk Analysis

- Performed competitive financial analysis to make recommendations for future company growth. Companies included Fortune 500 Waste Management and Engineering & Construction Firms.

EXPERIENCE

Alector, Inc. - Group Fitness/Zumba Instructor
South San Francisco, CA, • 06/2012 - Current

- Lead adults, and previously children, in a one-hour, high-energy Zumba fitness dance class
- Currently teach 6 Zumba classes per week
- Licensed to teach Zumba to adults and children, as well as Zumba Toning, which incorporates light weights

David Zwirner Gallery - Accounting and Sales Associate
East Elmhurst, NY, • 04/2012 - 05/2015

- Managed accounts receivable/payable, sales, and data management for a small, all natural, specialty beverage company

Aon Corporation - Senior Research Associate
Lake Mary, FL, • 09/2000 - 11/2008

- Performed qualitative and quantitative analysis on six companies in the Environmental Services industry for #1 ranked analyst in the Institutional Investor annual poll.
- Discussed our proprietary research on a daily basis with institutional clients and sales force.
- Full responsibility for adding Casella Waste Systems (CWST) and Stericycle (SRCL) to research coverage.
- Project included building financial model, interviewing senior management and writing initiation report.
- Built financial models to track and forecast company performance.
- Prepared quarterly earnings reports and weekly industry comments for the Environmental Services sector.
- Experience speaking on morning call to sales force.
- Developed working relationships with equity sales force, institutional clients, and company executives.
- Attended industry conferences.

Credit Suisse First Boston - Research Associate
City, STATE, • 03/2000 - 09/2000

- Analyzed financial information to determine the profitability and outlook of 13 waste management, water filtration, and water technology companies.
- Created income and cash flow models to track and forecast company performance.
- Wrote quarterly earnings reports and weekly industry comments for the Environmental Services sector.
- Attended industry conferences and met with clients, investors, and company executives.

American International Group - AIG Environmental - Risk Analyst
City, STATE, • 02/1999 - 02/2000

- Structured environmental risk transfer programs for Fortune 1000 companies using Excel rating models, environmental documentation, and corporate financial data.
- Marketed and presented environmental liability insurance products to the brokerage, legal, financial, and manufacturing communities throughout the

United States.

- Managed \$2.5 million book of business.
- Responsible for networking and identifying new brokers/agents and clients in the New York region.
- Researched and identified the needs of clients to provide the most appropriate risk transfer program.

American International Group-AIG Consultants, Inc - Environmental Consultant/Dedicated Engineer

City, STATE, • • 01/1998 - 02/1999

- Provided technical expertise in the evaluation of environmental underwriting risks by conducting environmental, site risk assessments at clients' facilities.
- Offered environmental loss control information and completed reports for risk analysts, brokers, and clients.
- Marketed environmental liability insurance products to the brokers/agents and clients.
- Researched regulatory activities.

U.S. Geological Survey - Hydrologist/Geologist

City, STATE, • • 05/1996 - 01/1998

- Performed field and laboratory research for the Lakes and Estuaries section of the U.S.G.S.
- Responsible for the water quality data management, modeling, interpretation, and report writing for the Neuse River Hydrologic Modeling Project.
- Installed and maintained field equipment in the Neuse River.
- Conducted seminars for the U.S.
- Geological Survey on topics in Biogeochemistry.

LANGUAGES

Proficient in French and Armenian

ADDITIONAL INFORMATION

- Currently enrolled in The Institute for Integrative Nutrition to become a Health & Wellness coach
- Formerly Series 7, 63, 86 and 87 licensed
- Awarded National Science Foundation Scholarship Prize for Undergraduates to perform paleomagnetic and tectonic research on volcanic rocks from Siberia at the University of Alaska, Fairbanks, Summer 1994
- Received Robert Nichols Scholarship Prize in Geology, Spring 1995

SKILLS

- Excellent analytical and communication skills
- Familiar with Windows and all Microsoft/Apple software.