



## **Southern Ohio District Export Council Resume Book - 2013**

This Resume Book includes resumes of students who chose to participate in the SODEC Resume Book process. These resumes represent both undergraduate and MBA International Business students from Xavier University, representing a variety of professional and educational backgrounds.

### **Undergraduate Students**

Sam Conchuratt  
Claire Demiryan  
Alan Flood  
Alison Godar  
Hilary Jackowiak  
Alex Luzar  
LeeAnn Scherbauer

### **MBA Students**

Matt Champa  
Scott Feltrup  
Bridget Finnigan  
Sunil Kumar  
Vinay Mishra  
C. Susie Oberer  
Wiwatthani Srianankavanich  
Vic Tawde  
Thomas Weber  
Kyle Wood

# Matt Champa, CEBS

## Objective

Use my consultative skills, business development experience, education and passion for problem solving to obtain a career in consulting to help a dynamic business create additional enterprise value.

## Experience

## 2008 - Present

USI Insurance

Cincinnati, OH

## Benefits Consultant

- Transitioned from base salary to 100% commission in less than three years
- Gained experience by assisting in the strategic actions of a leveraged buyout that resulted in a 23% return on equity employed
- Provided employee benefit consultation and advisory services to mid-sized employers
- Used predictive modeling software and analytical tools to create innovative solutions
- Led C-level executives through a strategic planning process for their employee benefits program
- Trained in Sandler Selling, The Wedge Selling Model, Steve Schiffman's Cold Calling Techniques and Spin Selling

## Community Leadership and Volunteering

2008 – Present

# Catholic Inner-City Schools Education Fund

Cincinnati, OH

### **Board Member and Co-Chair of the Young Executives Campaign**

- Provided tuition assistance to help over 1,800 children to attend catholic grade school
- Recruited and led 77 individuals from various industries to raise over \$200,000 in 4 months

2010 – Present

Nutrition Council of Greater Cincinnati

Cinninati, OH

**Board Member – Vice President and Chair of the Development Committee**

- Increased donations by 50% in the first year to help advance child health through nutrition education
- Implemented a five year strategic plan and board accountability chart

2008 – Present

University of Dayton Alumni Association

Cincinnati, OH

## Leadership Team Member

- Organized Christmas off Campus – led 80 volunteers to provide dinner and presents for 50 less fortunate children
- Prepare Affair – led 15 volunteers to help with yard work for local, elderly residents

## Matt Champa

2010 – Present Professional Leadership Network Cincinnati, OH

### Senior Member and Co-Chair of Membership and Engagement Committee

- Provided guidance and mentorship to local boy scouts through the Dan Beard Council
- Created a mentoring program between senior and junior board members to provide a sustainable pipeline of future board members for the Dan Beard Council

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2010 – Present Adopt a Class Cincinnati, OH

### Team Lead

- Coordinated a companywide mentoring program with the 8<sup>th</sup> grade students at St. Joseph's School

## Other Experience

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Spring 2008 National Football League Cleveland, OH

### Wide Receiver

- Signed as an undrafted free agent for rookie mini-camp
- Trained for camp in the evenings after work hours

## Education

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2011 – May 2013 Xavier University, Williams College of Business Cincinnati, OH

### Master of Business Administration

- Completed all schoolwork in the evenings while continuing full-time employment
- Placed first in the Xavier ACG Cup– a merger and acquisition based case study team competition

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2003 – 2007 University of Dayton Dayton, OH

### Bachelor of Science: Double major in Management and Marketing

- 3 year letter winner on the varsity football team
- 2007 FCS First Team All-American
- 2007 Walter Camp First Team All-American
- 2007 Unanimous First Team All Pioneer League Selection
- 2007 First Team Academic All Pioneer League

## Designations and Licenses

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2009-2010 Wharton School of University of Pennsylvania

### Certified Employee Benefit Specialist (CEBS)

- Obtained the designation in the evenings through independent study

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2008 – Current State of Ohio

### Licensed in Life, Health, Property and Casualty

# Samuel Thomas Conchuratt

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## OBJECTIVE:

A position as an international marketing analyst utilizing my interpersonal, writing, research, and organizational skills.

## EDUCATION:

### ***Bachelor of Arts in International Studies and Political Science***

May 2013

Xavier University, Cincinnati, OH

- Minor: Economics
- GPA: 3.5/4.0; Dean's List, academic years 2011-2012, 2012-2013

## EXPERIENCE:

### ***Research Intern***

The Ferguson Group, Washington, D.C.

June 2012 – August 2012

- Researched and analyzed congressional records and other sources to produce a detailed database, identifying over 300 potential high-value clients to expand the firm's client base
- Examined legislation on targeted issues; summarized key information and findings from congressional committee meeting and industry meetings to keep both the firm and current clients informed
- Persuaded manufacturing industry leaders and regional/local governments to attend roundtable meetings to discuss ways to limit outsourcing of manufacturing jobs
- Conducted market research and analysis of potential new clients and presented results to senior management
- Reported on current legislative events within assigned topics and wrote articles for publication in the firm's daily blog and monthly publication, *The Washington Report*

### ***Community Affairs Intern***

Office of Mayor Mark Mallory, Cincinnati, Ohio

June 2011 – September 2011

- Composed letters to constituents, corporate executives, and government leaders on behalf of Mayor Mark Mallory regarding Cincinnati business ventures as well as promoting American and international government relations
- Led the Mayor's initiative to encourage support for Lunken Municipal Airport's annual event, "Lunken Days," by creating press releases, speeches, public service announcements, and coordinating with event directors to enhance attendance
- Researched and generated press releases, press advisories, scripts for public service announcements, and talking points for press conferences on a variety of initiatives
- Collaborated with Kentucky Speedway management and various Cincinnati-area tourism and hotel groups to create a multi-tier ticket package system for upcoming NASCAR Sprint Cup events to alleviate traffic problems and encourage Cincinnati-area tourism

## NCAA ATHLETICS:

### **Xavier University Varsity Swim Team**

August 2009-Present

- Multiple University Record-Holder and Atlantic-10 Conference medalist in numerous events
- NCAA "B" Qualifier and USA Swimming National Qualifier
- Recognized as a team leader by coaches and teammates based on performance and ability to motivate teammates
- Atlantic 10 Commissioner's Honor Roll, academic years 2011-2013
- Xavier University Athletic Director's Award, academic years 2009 - 2013

## VOLUNTEER SERVICE:

- Athletes in Action (elected Site Leader August 2012) 2009-Present
- Ohio Food Bank (Cincinnati, OH) 2009 - 2012
- Swim Coach at Cincinnati Marlins Club Express (Cincinnati, Ohio) 2010 - 2012
- Portland Marathon, Sisters of the Road Café, St. Francis Dining Hall (Portland, OR) 2005 - 2009

## SKILLS:

- Computer: Microsoft Word, Excel, Publisher, and PowerPoint
- Language: proficient in French

# Claire Demiryan

Phone: 248-561-6142 - Email: demiryanc@xavier.edu  
www.linkedin.com/in/cdemiryan

**Objective** Targeting a position using strong business foundation with demonstrated analytical and organizational skills to help organizations compete and build profits in a global economy

## **Skills**

- Proficient in Microsoft Office, Excel, and PowerPoint. Experienced in Access
- Proficient in French language

## **Education**

Xavier University, Williams College of Business, Cincinnati, OH      Graduation Date: May 2013  
Bachelor of Science in Business Administration  
Majors: Economics and French. Minor: International Business      GPA: 3.92/4.00

University of Grenoble, Grenoble, France      August 2011 - December 2011  
Studies in French Language and Economics

## **Work Experience**

Intern, LocalBizNOW, Auburn Hills, MI      June 2012 - August 2012

- Analyzed customer data to make decisions about improving campaign success
- Increased customers' campaign success by adjusting scope of marketing plan

Business Analyst Intern, Trivantis Corporation, Cincinnati, OH      January 2012 - May 2012

- Compiled daily, weekly, and monthly reports from several sources
- Analyzed sales data to develop recommendations to improve marketing plan

Accounting Assistant, Birmingham Athletic Club, Birmingham, MI      May 2011 - August 2011

- Managed member account information and monthly invoices
- Created data entry system to improve efficiency of member application process

Counter Manager, North Eton Cleaners, Birmingham, MI      January 2006 - May 2011

- Provided excellent customer service in a fast-paced environment
- Entrusted to handle cash and credit card transactions
- Processed incoming orders and organized outgoing orders in a timely manner

## **Leadership and Community Service**

Business Leaders For Tomorrow, Service Coordinator      January 2011 - present

- Plan and execute service events for BLT members

Interlink Orientation Program, Mentor      August 2010 - present

- Implement orientation for 40+ International students each semester

Relay For Life, Chair of Logistics Committee      September 2009 - present

- Organize vital details for hosting event

Xavier International Business Association, Treasurer      September 2009 - present

- Assist in organizing and running bi-monthly meetings

## **College Honors and Awards**

Dean's List (All Semesters)

Xavier Trustee Scholarship

Leila Armin Memorial Scholarship

Mortar Board

Fredin Memorial Scholarship

SHRM Foundation Sons and Daughters Scholarship

Beta Gamma Sigma

Girl Scout Gold Award

# SCOTT FELTRUP

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## OBJECTIVE

Targeting a full time marketing and/or international business position starting Summer of 2013 utilizing my articulation, analytical, project management and interpersonal skills as well as my ability to 'Win Others Over'

## EDUCATION

- |   |             |
|---|-------------|
| <b>Xavier University, Williams College of Business</b> , Cincinnati, OH     | August 2013 |
| Master of Business Administration   |             |
| International Business Concentration  |             |
| Current GPA 3.8   |             |
| <b>The Ohio State University, Fisher College of Business</b> , Columbus, OH | June 2012   |
| Bachelor of Science in Business Administration                              |             |
| Marketing Major with Minor in Spanish                                       |             |
| Major GPA 3.7   |             |
| <b>St. Xavier High School</b> , Cincinnati, OH                              | June 2008   |
| First Honors Student All 4 years  |             |

## EXPERIENCE

**eEvent, Inc. (guestHub)** Columbus, OH 3/1/2012 — 11/1/2012

### **Marketing Director**

*Start-up firm that released product called guestHub. Company received \$250,000 seed money from TechColumbus*

- Leveraged knowledge of "Word of Mouth" marketing and tracking online marketing efforts, a premise of guestHub, adding extensive real-world knowledge and application of subject
- Planned White Paper Release aimed at attracting event planners and Marketing Executives to guestHub
- Upon product release, was in charge of targeting event planners, successfully achieving new sales and attracting first-time users
- Designed and implemented Customer Satisfaction Survey and reported on results for product improvement
- Managed Zoho CRM to keep track of leads and sales, optimize the sales process, and report to angel investors
- Wrote marketing brochures and instructions on how to use product; led and coordinated Graphic Design Team
- Acted as Customer Service Representative and liaison for product; communicated with tech team and solved customer problems promptly

**Service Industry**, Cincinnati and Columbus, OH

6/1/2005 — 3/1/2012

- Gained skills in working with the elderly through High School job as Waiter at a Retirement Home, cultivating listening skills and patience
- Learned customer-orientation and how to provide excellent service through pizza delivery during College years

## LEADERSHIP AND ACTIVITIES

- *Alpha Tau Omega Fraternity at OSU, Worthy Usher (appointed position):* Attained second most volunteer hours out of chapter of 90 brothers during 2010-2011 school year
- *Jericho Road Breakfast, President:* Organized and executed 8 late night breakfasts for the OSU student body 2010-2011. Average attendance 300+ undergraduate students

# BRIDGET E. FINNIGAN

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(603) 534-2464

## CAREER OBJECTIVE

**Sales/Marketing and/or Product Development Internship.** Very interested in applying business coursework and internship experiences to understand how business strategy helps position brands in the market, grow sales and create brand loyalty for products. Offer strong leadership skills – strengthened as Project Search Mentor, Students for Exceptional Children with high ability to learn quickly, work within diverse teams and create solutions.

## EDUCATION

**Bachelor of Science in Business Administration, Xavier University, Cincinnati, OH May 2014**

Major: International Business; Minor(s): Spanish and Latin American Studies

Fr. Peter J. Buschmann Leadership Scholarship

Business Profession Program – lectures, workshops and out of class assignments required for completion of degree

**Universidad Veritas, San José, Costa Rica**

Bachelor of Science, Business Administration; Spanish Language, January 2012- May 2012

AIFS Study Abroad- Lived with a Costa Rican family, strengthened communication and problem-solving skills and gained a deeper appreciation for cultural diversity. Fluent in conversational Spanish.

International Business, Economics in Latin America and Negocios en Español

## INTERNSHIP CONTRIBUTIONS

**Business Management Intern, Bad Girl Ventures (BGV), Cincinnati, OH January 2013 – Present**

*Bad Girl Ventures is a highly localized micro-lending organization focused on funding women owned start-ups*

- Use organizational skills to support BGV mission and programming by assisting with classes and events.
- Display initiative, ability to accept additional tasks and work collaboratively to meet defined goals such as maintaining accurate records of investor donations and communications.
- Carefully review loan applications to help streamline the application process.

**Marketing Intern, IFD Inc., Invisible Fence Brand, Fort Thomas, KY September 2012 – January 2013**

- Displayed discipline to systematically research ideas to develop and create processes to grow sales by Search Engine Optimization (SEO).
- Tracked and shared information with management team on current media efforts for company owned locations and independent dealers.

## WORK EXPERIENCE

**Sales Associate, GAP, Kittery, ME (August 2007 – July 2012) – Cincinnati, OH (July 2012 – Present)**

- Use courtesy and strong communication skills to provide superior customer service.
- Apply skills in creativity and organization to fashion displays and increase customer traffic in the store.
- Strengthen leadership and training skills by mentoring new employees on store policies and work.

**ESL Tutor, YMCA Cincinnati Public Schools, Cincinnati, OH September 2010 – December 2011**

- Taught English and math to students in ESL (English as a second language) program.
- Displayed leadership, hard work and excitement to teach by leading student activities for 15-20 students.

# Alan James Flood

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Fort Wright, KY 41017

(859)-802-5660

Flooda@xavier.edu

## OBJECTIVE

Targeting a marketing-related internship utilizing my experiences in research, team collaboration and effective communication, while striving to increase knowledge and skills to increase organizational efficiency and effectiveness

## EDUCATION

**Xavier University, Williams College of Business, Cincinnati, OH**

Expected graduation: May 2014

- Bachelor of Science in Business Administration:
- Major: Marketing –GPA: 4.0

**Spring Hill College: Mobile, AL**

August 2009 to Feb 2012

- Bachelor of Science in Business Administration:
- Major: Accounting – GPA: 3.850

## INTERNSHIP EXPERIENCE

**Internship: Senator Mitch McConnell: Minority Leader** Washington D.C.

May to June 2012

- Represented the senator in Washington and learned about the current situations in government
- Answered letters from constituents and answered incoming calls from around the country
- Lead tours of the United States Capital and government buildings
- Attended congressional hearings to learn about politics, senate bills and current events

**Internship: Sandifer and Associates, Personal Wealth Consultants. (Securities offered through Raymond James Financial Inc.)** Mobile, AL

August 2011 to February 2012

- Ran Morningstar report to add additional funds and provided support for customers
- Scanned, filed and faxed important client documents and reports in order to increase productivity
- Researched stocks, bonds and annuities to select the best investments for clients

## PROFESSIONAL EXPERIENCE

**Part-time Sales Associate, Golf Exchange**

Florence, KY

May 2011 to Present

- Contribute to generating over \$4,000 or more in sales a day (contributed over \$70,000 in 2012-2013)
- Interact with customers in order to provide them with exceptional service

## ACTIVITIES AND SERVICE

**Member of Delta Mu Delta:** International Honor Society in Business.

Spring Hill College, Mobile, AL

- Highest international academic recognition that a business student can obtain
- Specially requested to be a member by holding at least a 3.5/4.0 GPA and be in the top 20% of respective class

**Member of the Spring Hill College golf team**

Spring Hill College, Mobile, AL

2010 to 2012

- Effectively train with members of the team on a daily basis

**Alumni Chair, Lambda Chi Alpha Fraternity**

Spring Hill College, Mobile, AL

2011

**Head Basketball Coach, Saint Agnes Grade School**

Park Hills, KY

2005 to 2008



# Alison Godar

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Current: 4123 Huston Avenue Apt 2 ‡ Cincinnati, OH 45212

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## Objective

Seeking a position with an international company where I can offer my technology skills and strengths in goal and detail orientation to enhance operations within the company.

## Education

*Xavier University*, Williams College of Business, Cincinnati, Ohio

Bachelor of Science in Business Administration

May 2013

Majors in International Business and Management Information Systems

- Admitted with 4 year scholarship based on previous academic achievement
- GPA: 3.577; Dean's List
- Averaged 19 credit hours a semester

*Maastricht University*, Maastricht, Netherlands (2011)

- Studied international economics and intercultural communication
- Comfortable in international situations
- Confident in ability to travel

## Work Experience

Great American Insurance Company

Cincinnati, OH

*Testing Analyst Intern*

January 2012-present

- Ensure the correct identification of information to achieve consistency across departments
- Methodically check the links between documents to ensure they are up-to-date
- Correct and log errors found in legal documents and forms
- Successfully balance an internship with a full time student course load

## Leadership Experience

Xavier University

Cincinnati, OH

*Bookclub President*

August 2010-present

- Organize meetings by e-mailing members and approving forms for a meeting room
- Balance the budget so the funds aren't overdrawn or used up too quickly
- Lead book discussions at every meeting
- Stay updated on important club organization information

## Skills

*French*

- Able to read and communicate verbally in French
- Comfortably able to navigate any French town or city

*Access, Excel, expression web, PowerPoint, Photoshop, Illustrator*

- Knowledge and experience with many software programs
- Comfortable learning upgrades
- Ability to expand repertoire

*SQL, HTML, XML, JavaScript, VBA*

- Working knowledge of these computer languages
- Enthusiastic to learn more

# Hilary Jackowiak

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jackowiakh@xavier.edu

1945 Cleneay Ave.  
Cincinnati, OH 45212

## Objective

To secure a marketing position that will develop my strategic thinking and business communication skills, while broadening my experience in a corporate setting and build a career in International Business.

## Education

Xavier University, Cincinnati Ohio  
Abroad: Richmond, American International  
University London 8/2011-12/2011

Williams College of Business 2009-2013  
Bachelor of Science in Business Administration  
Marketing Major  
International Business Minor

## Marketing Experience/Internship

### Xavier University International Business Internship Program 2013

- One of nine students accepted to be a member of the Xavier University International Business Internship Program

### Kao Marketing Challenge 2013

- Worked with a team of four to create a new marketing strategy for Kao Brands John Frieda Product Line

## Work Experience

### Banquet Assistant, Receptionist, Hostess, Server: Windsor Park Conference Center

11/2006- 2012

- Used skills in organization and eye for detail to create customer-focused convention center environment
- Provided superior guest service by addressing needs of guests as a banquet assistant and server during conventions
- Excelled under a time oriented and fast paced environment, displaying quick problem-solving skills
- Coordinated meeting and appointments for management
- Showcased professional courtesy and personal attention when directing guests to desired event location

### Bagdrop: University of Notre Dame Warren Golf Course

6/2009- 2011

- Contributed to outings, fundraisers, special events for the Notre Dame Community
- Demonstrated exceptional customer service to all new and frequent visitors
- Employee Award 2011 for an achievement of excellence in customer service

### Secretary: Xavier University Alumni Center, Community Building Institute (CBI):

2/2011

- Used talents in organization to streamline inventory and organize CBI work environment
- Worked with Microsoft Excel to produce mileage reports for management
- Responsible for maintaining and presenting meeting outlines on a weekly basis
- Helped formulate and establish guest list and preparations for banquet meetings

### Server: Xavier University Joseph Club

11/2011

- Provided excellent service for numerous Joseph Club guests during basketball celebrations
- Established an organized and inviting environment for guests while managing money

## Community Leadership

### Talbert House: 2012

*Participated in the renovation of Parkway Center –Transitional Housing Facility for Men*

### Xavier University Children's Club Volunteer: 2010- 2011

*Served Children in the Cincinnati and surrounding areas*

### Work for St. Joe Community: 2005-2009

*Offered time and talent to the elderly in the South Bend community to update and restore their homes, providing them with better accommodations for the oncoming harsh weather*

### Christ the King Catholic School Volunteer 2008-2009

*King's Club Children's After School Program Leader. Moderated children k-8 in after school activities*

### Women's Care Center Volunteer: 2005-2009

*Assisted Young Mothers in the South Bend community. Helped furnish and design a new home for pregnant mothers in the South Bend community*

# Sunil Kumar

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1093 Hayward Circle, Milford, OH 45150

## CAREER OBJECTIVE

Targeting a role of Investment/Financial Analyst in which I can contribute my financial, analytical and communication skills

## EDUCATION

Xavier University, Williams College of Business, Cincinnati, OH

Master of Business Administration, with concentration in **Finance**; Expected Graduation: June, 2013

Indian Institute of Technology, Mumbai, India

Bachelor of Science in Mechanical Engineering; Graduation Date: June, 2001

## SUMMARY

### *Achievements in Finance Field*

- Attained **4.0** GPA in all the MBA classes
- Achieved cumulative gains of 18 % since 2009 on personal stock portfolio
- Won First place in the ACG Cup ( Mergers and Acquisitions ) team competition, impressing judges with the firm evaluation techniques and presentation skills
- Managed **Xavier's Student Investment Fund** ( \$1 MM ) that outperformed the benchmark index

### *Skills*

- Strong analytical ability to analyze financial data and identify market trends
- Excellent knowledge of valuation methods to evaluate stocks, bonds, options, and swaps
- Proficient in the principles of financial planning and portfolio management and expert knowledge of Bloomberg terminals
- Extensive International work experience – India, Israel, South Korea, and Rwanda
- Excellent communication and presentation skills, and expert knowledge in Microsoft Office Tools ( Word, Excel, PowerPoint, Outlook and SharePoint ), and business software products, such as Oracle
- Expert knowledge of multiple computer languages – C, C++, Java, Python, Perl, SQL, and HTML
- Skilled in gathering customer requirements, developing project plans, assigning tasks to team members and working with a sales team to sell products

## PROFESSIONAL EXPERIENCE

**Project Manager** at **International Technegroup Inc.**, Cincinnati, Ohio 06/2005 – Present

- Added features and improved quality of the Engineering software, doubling the software license revenue in three years
- Manage a team of software programmers and testing engineers in both onshore and offshore locations

**Technical Specialist** at **Chrysler**, Auburn Hills, Michigan 1/2003 – 06/2005

- Applied engineering and analytical skills to create a new line of suspension systems for Chrysler vehicles, resulting in rise of vehicle sales

**Software Engineer** at **Geometric Software**, Pune, India 06/2001 – 11/2003

- Used engineering software to build custom engineering applications for automotive companies

## COMMUNITY LEADERSHIP

- Built Rain Water Catchment system on a school building in Rwanda
- Work as Treasurer of *Engineers without Borders*, a charitable organization
- Developed Marketing Plan for Freestore Foodbank
- Enabled an entrepreneur to launch her own clothing brand

# ALEX LUZAR

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## OBJECTIVE

Seeking an internship in the operations and logistics field where I could contribute through my detail-orientation, creativity, and analytical problem-solving skills. I bring strong communication skills in multiple languages, technical ability and motivation to work in a team-setting.

## EDUCATION

**Xavier University-Williams College of Business**, Cincinnati, OH

Bachelor of Science in Business Administration, International Business

May 2014

- GPA: 3,76/4,0
- Fine Arts Minor
- Dean's List all semesters

**Scuola di Amministrazione Aziendale**, Turin, Italy

Spring 2012

- Team Leader for Marketing Plan Development of Claude Urbani Art Gallery

## EXPERIENCE

**Front Clerk**

May 2011-August 2011

*Tucson Tamale Company*, Tucson, AZ

- Executed entirety of catering and online orders including food-preparation, packaging and billing
- Recognized by management for providing excellent customer service

## VOLUNTEERISM

**Communications Assistant**

January 2013-present

*Freestore Foodbank* Cincinnati, OH

- Collect client data using VESTA software to track appointments and services received
- Provided information assistance for customers and clients of all departments and programs
- Operate phone system

**Receptionist**

March 2011-present

*Contemporary Arts Center* Cincinnati, OH

- Greet and register patrons during special events

**Dog Walker**

January 2008-2010

*Humane Society of Southern Arizona* Tucson, AZ

## SKILLS

**Language:**

- Conversational in Spanish
- Proficient in Italian

**Technical:**

- Skilled in Microsoft Word, Excel and PowerPoint

## ACTIVITIES

Business Profession Program, Williams College of Business

International Business Club, Xavier University

Xavier University Mentor Program

## Vinay Mishra, M.B.A, P.M.P, M.C.T.S

1513 Dana Ave • Cincinnati • OH 45207 • mishrav@xavier.edu • 201-218-2985, 513-399-6637

Selected Client List: HP, JP Morgan Chase EMC, WellPoint, Fuji Xerox TRW Automotive

### **INFORMATION TECHNOLOGY PROFESSIONAL** **PROJECT MANAGEMENT - BUSINESS INTELLIGENCE – DATA WAREHOUSING**

Over 9 years of strong track record in Information Technology and Business results in **Banking & Finance, Retail, Healthcare, Energy & Manufacturing Sector** work with extensive experience in leading global cross-functional teams within **United States, Australia, Ireland Malaysia and India** to manage complex projects and client expectations with discipline and efficiency. Offer a blend of management and technical expertise to align business strategy to identify new opportunities and position organizations competitively. Fluent in English and Hindi Language.

- . Focused Analysis of Development, Testing and Production Implementation Processes
- . Aligning business requirements – Scope, Change, Release and Risk Management
- . Spearheaded Quality Planning, Assurance & Control methodologies
- . Strong analytical skills coupled with techno-functional background. Quick Learner and Excellent Interpersonal skills
- . Test of Best Award - Vcustomer Services, India
- . Performance Award - Patni Computers (IGATE Technologies, USA)
- . Team Performance Award - Patni Computers (IGATE Technologies, USA)
- . Project - Client Appreciation - UST Global, CA, U.S.A

### **TECHNOLOGY PORTFOLIO**

<b>Data Processing/ETL/Reporting Tool-</b>	Informatica 7.1/8.6, Datastage 7.1/8.1, SSIS, SSAS, MS Office, Oracle Warehouse Builder, Sybase, Ab-Initio, Jasper, Talend
<b>Database-</b>	My SQL, Oracle 9i/10G, MS Access, Oracle 11.1E-Business Suite, SQL Server, Teradata, ProPBM, DB2
<b>Business Intelligence Tool-</b>	Business Objects 6.5., Cognos 8.0, Crystal Reports 9.0, SSRS, Web FOCUS, Micro strategy, SAP, SAS, Actuate
<b>Programming Languages-</b>	C, .NET 3/3.5, Cold Fusion 7x, Perl, SQL, PL/SQL, UNIX, PERL
<b>Data Modeling Tools-</b>	ERwin 4.1, Oracle –knowledge based MDM, Oracle SQL Devl.
<b>CRM Tools-</b>	MS CRM, Clarify 10.1, Remedy4.0, PeopleSoft, Sales force
<b>Operating Systems</b>	Windows 2000/NT 4.0 Server, UNIX, Win 95/98/2000/XP /Vista, 2003 Server, Windows 7, LINUX, Novell Client
<b>Scheduling Tools</b>	Work Load Manager (WLM), Control M
<b>Request/Versioning/Bug Reporting Tool</b>	HP Service Centre, Clear Case, Peregrine service center, Bugzilla, Subversion/Tortoise SVN, Filezilla, Hummingbird

### **BUSINESS CONTRIBUTIONS**

#### **Position - Projects**

Teaching Assistant (M&E)  
Graduate Assistant (MIS)  
Electronic Services Assistant (Library)

#### **Locations Worked**

Xavier University, OH, USA  
Xavier University, OH, USA  
Xavier University, OH, USA

#### **Duration**

Spring 2013  
Fall 2012  
Summer 2012

#### **Project Lead - HCL Technologies, USA**

#### **India and Malaysia**

**Apr 2010 – May 2012**

- Developed & maintained corporate applications and **reduced SLA to 8 Hrs.** for high priority Incident.
- Accurately gathered requirements from business and stakeholders, converted them in the **HLD, LLD and planned** for the roll out of the changes in the Dev., UAT and Prod environment.
- Involved in Team Management, **change & Release, approving, RFC, RFR and PMO processes.**
- Led the Project planning, execution, controlling activities for **entire lifecycle & quality assurance.**
- Attended to new change requests, prioritizations and financial budgeting.
- Monthly reporting and Quarterly quality audits with the PMO and Quality departments.

**Vinay Mishra, M.B.A, P.M.P, M.C.T.S**

**1513 Dana Ave • Cincinnati • OH 45207 • mishrav@xavier.edu • 201-218-2985, 513-399-6637**

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**Project Lead-Espire Info labs INDIA**

**India and Australia**

**Nov 2009 – Apr 2010**

- Enhanced the existing **Business Intelligence and Reporting systems** by regression and performance analysis.
- Managed the change requirements of **3 different reporting** frameworks of multiple clients.
- Completed integration management and reduced the maintenance **budget up to 25%**.
- Documented the scope of changes in performance and **reporting datasets** in the IT applications.
- Moved the changes in the various environments including development, testing and production and worked on their release management processes.

**Consultant - UST Global & Synsol Inc., USA**

**OH and NY, USA**

**Apr 2007 – Jul 2009**

- Completed the Projects within budget and within time, managed **post production and transition**.
- Developed Interface between two or more clients for data file exchange for pharmacy and medical benefits.
- Managed data integration and business intelligence processes for **6 company transactions** every day.
- Analyzed the complete process for daily, weekly and monthly file exchanges and validation process.
- Worked with **PMO for PO scores, validation of WPSRs, Run rate** for the entire offshore and onshore team.
- Involved in Informatica mappings, maplets & migrating new changes to the production environment.
- Created the aggregation designs and transformation for business processes, actively involved in fixing bugs and errors for successful migration and implementations.

**Software Engineer – Computer Sciences Corp., USA**

**India**

**Jul 2006 – Mar 2007**

- Completed business requirement gatherings and code changes for **implementation in CRM**.
- Involved in **regression testing across UAT and dev. environment** to recreate the issues for simulation.
- Designed the interface for as per client's specifications which led to **35 % savings**.
- Analyzed the table structure and source flat files.
- Extensively worked with Business Analysts for different front office, back office tasks and data exchange processes.
- Extensively did the project work reporting and status updates in the portal and maintained issue logs.

**Senior Analyst – Patni Computer Systems, USA**

**India – Ireland – USA**

**Sep 2004 – Jul 2006**

- Led the complete **analysis, reporting and change implementations** as the enterprise standards.
- Involved in the support of web based applications CCA5 in conjunction with Clarify 10.1.
- Completed Scope Management, Quality testing for entire project, **trained 15 Engineers** on the same.
- Analysis of the application performance including testing, reporting and complete documentation.
- Worked with analysts to design the new CCA5 system on basis of current CCA3 design and upgrade.
- Worked as single point of contact (SPOC) for new issues and changes management in the applications.

**Technical Support Engineer – Vcustomer Services, USA**

**India**

**Sep 2003– Sep 2004**

- Managed a team of 10 associates, maintained a **knowledge database**.
- Managed Escalations, researched appropriate **software and hardware solutions** for computers, Laptops, Fax Machines, Scanners and all in one printer.
- Provided technical support to the IT systems and managed the **service agreement-SLA & Client satisfaction** criteria.
- Did networking analysis and worked with a team for network security and software patch updates.

**Education Qualification**

**Master of Business Administration  
Bachelor of Science, E.C.E.**

**University**

**Xavier University Cincinnati  
M.D. University**

**Date**

**2013  
2003**

**GPA**

**3.4/4.0  
3.6/4.0**

# C. Suzanne Oberer

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Cincinnati, Ohio 45206

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## SUMMARY

International business support professional adept at building partnerships with internal departments and global customers. Performs effectively both individually and as a team member in a demanding, fast-paced environment. Strong analytical skills and problem-solving abilities drive process improvements and increased efficiencies. Self-motivated with an insatiable desire to learn. Seeking a challenging position in international business or marketing.

## PROFESSIONAL EXPERIENCE

WILD Flavors, Inc. – Erlanger, Kentucky

### **Associate Manager, Global Business Support**

October 2012 – Present

- Promoted to manage a staff of Business Support Representatives who handle global and international accounts.
- Ensure that global customers are satisfied and retained.
- Review, design, and implement improved processes and policies.
- Investigate and resolve non-routine or escalated customer complaints.

### **Senior International Business Support Representative**

July 2007 – October 2012

- Selected to handle multi-million dollar top strategic global customer account by managing customer expectations throughout the order fulfillment process.
- Lead internal cross-functional team of eight members to transfer formulas to manufacturing facilities overseas, resulting in increased profit margins and reduced lead times for international customers.
- Partner with all areas of supply chain to complete orders and meet deadlines, resulting in minimizing costs and maximizing customer satisfaction.
- Contributed to establishing partnership with small food ingredient company in the U.S. and provided support by managing its business operations related to orders and shipments.

### **International Business Support Representative**

September 2005 – July 2007

- As primary point of contact, served international and domestic customers in more than 20 countries by supporting them in all issues related to supply of WILD Flavors' products.
- Served as liaison between Research and Development and customers during product development process by communicating application details and project requirements.
- Developed and maintained close, mutually beneficial relationships with agents and customers and followed up on leads for potential new business.
- Trained new employees and colleagues on business processes and software programs.

### **Research Specialist Intern – Dayton Associate Office**

United States Department of Commerce – Cincinnati, Ohio

June – August 2004

- Performed extensive, in-depth market research to determine viability of product introduction into several international markets in Asia, Europe, and South America.
- Assisted local businesses in exporting their products and services to foreign countries by providing logistical direction and guidance.
- Accompanied International Trade Specialist on client visits for counseling sessions to discuss exporting options and offer planning assistance.
- Made preparations for trade conferences and events designed to help U.S. companies increase sales to new global markets or begin exporting.

## EDUCATION

### **Master of Business Administration – Xavier University – Cincinnati, Ohio**

Expected: May 2013

Williams College of Business

- Concentration: International Business; Emphasis: Marketing

### **Bachelor of Science in Business – Wright State University – Dayton, Ohio**

March 2005

- Major: International Business; Minor: Marketing
- Cultural concentration: Asia/China; Language emphasis: Mandarin Chinese
- Graduated with Summa Cum Laude Honors, GPA: 3.871

### **Academic Honors**

- Valedictorian/Salutatorian Scholarship, 2000-2005
- Member of Beta Gamma Sigma, National Business Honor Society, 2003-2005
- Miami Valley International Trade Association Scholarship, 2004

# **LeeAnn E. Scherbauer**

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## **OBJECTIVE**

To obtain a marketing position with a well-established international company that will enable me to use my strong organizational and analytical skills to make a positive contribution to the organization.

## **EDUCATION**

Xavier University, Cincinnati, OH

**Bachelor of Arts, International Studies: International Business and Europe**, May 2013

**Bachelor of Arts, German**, May 2013

- Overall GPA: 3.67, 5 Semesters on Dean's List

## **INTERNSHIPS**

**The Reynolds & Reynolds Company, Product Research Intern**, Kettering, OH, May 2012-August 2012

- Gather and analyze data for decision makers on sales reports.
- Create and update product reports for multiple fixed operations products.
- Organize fixed operations products on local area network for sales force to access.

**The Reynolds & Reynolds Company, Product Research Intern**, Kettering, OH, May 2011-August 2011

- Research and compile guidelines pertaining to state automotive advertising laws.
- Conduct research about the effectiveness of automotive dealership's use of social media content.
- Research mobile codes and their use in the forms market for automotive dealerships and present information.
- Interact with associates within and outside the marketing department.

## **EMPLOYMENT**

**White House Black Market, Sales Associate**, Beavercreek, OH, May 2010-August 2010

- Achieved sales goals that were set each day by interacting with customers and helping them find the right wardrobe for them. Checkout customers and control inventory.
- Interacted with customers to invite them personally to events and promotions over the phone.

**Xavier University: PREP Program, Student Liaison**, Cincinnati, OH, May-June 2010, June 2011

- Welcome the students and families of the Class of 2014 and 2015 to Xavier University. Assist and provide help to the students and families during the PREP program.

## **CAMPUS ACTIVITIES**

**Student Government Association: Student Activities Council (SAC), SAC Chair**, 2009-Present

- Prepare weekly agenda for the general meeting and facilitate a weekly meeting with the 6 committee chairs.
- Uphold 30 SAC members to the expectations of the SAC and conduct evaluations of the SAC members.
- Implement the Mentor Program for 21 incoming SAC members to be trained in all SAC matters.
- Organize and implement 3 workshops for SAC and SGA members.

**XU German Club, President and Co-Founder**, 2010-Present

- Coordinate monthly events or meetings with other executive members to promote German life, culture, and/or language.
- Complete mid-year and end-year evaluations to evaluate the effectiveness of the budget and club activities.
- Recruit membership at Fall Club Day and Spring Involvement Fair. 25 members recruited at last event.

## **AWARDS**

- Student Government Association: SAC Member of the Year, Spring 2012
- All Honors Day: Gold X-Key Leadership Achievement Award, Spring 2012
- Peer Leadership: Giving Tree Award, Fall 2010
- OSCP's & Xavier's Accountancy Department: Accountancy Award, Fall 2010



## WIWATTHANI "WHITNEY" SRINANANKAVANICH

715 Clifton Colony Dr. Apt. 28 • Cincinnati, OH 45220 • 606-207-4752 • [srianankavanichw@xavier.edu](mailto:srianankavanichw@xavier.edu)

### PROFILE

MBA student with human resources background seeking an opportunity to leverage experience and education in a Human Resource position. Bilingual professional, fluent in English and Thai with strong research, organizational and computer skills, along with a passion for customer service.

### EDUCATION

**Master of Business Administration**, Xavier University – Cincinnati, OH

**Expected May 2013**

**Bachelor of Business Administration: Management**, Morehead State University – Morehead, KY

**May 2011**

- Dean's List, Fall 2007, Spring 2010 and Fall 2010 - GPA: 3.2/4.0
- International Student Scholarship

### HUMAN RESOURCES EXPERIENCE

**Council on Aging of Southwestern Ohio, Cincinnati, OH**

**Human Resources & Training Intern**

**April 2012 - December 2012**

- Gained experience with HR functions including Benefits, Employee Relations, Staffing, Recruiting and Training.
- Supported the planning and delivery of COA's first annual all staff retreat. Organized group activities, managed the day's time, directed people to activities and served as a go to person when staff had questions. Also created, conducted and analyzed survey to assess employee satisfaction and perceived value of the retreat.
- Assisted in the configuration, rollout strategy and implementation of new Human Resources Information System, Paycor, which was successfully launched in October, 2012.
- Assisted HR Generalist in benefit open enrollment program to provide accurate information to insurance company.
- Participated in hiring process for all open positions by screening applications, doing reference checks, taking part in phone interviews and setting up face-to-face interviews. Processed background check and license search for new hires.
- Assisted in development and deployment of Interactive Whiteboard training for management and support staff.
- Developed and deployed multiple surveys including a staff skills, management participation and telecommuting survey. Prepared report of survey results and analysis for Director of Human Resources.

**Morehead State University, Morehead, KY**

**Office of Human Resources - Student Assistant**

**August 2010 - May 2011**

- Initiated application process for Best Places to Work in Kentucky by completing questionnaire on employee benefits. Also facilitated the disbursement of satisfaction surveys to university employees to be taken as part of process.
- Processed necessary I-9 documents for 300 employees to ensure accuracy and maintain government requirements.
- Participated in hiring process for two positions by screening applications and taking part in interview process.
- Maintained spreadsheet to track employee participation in the Wellness Program initiative to ensure appropriate insurance discounts were provided.

**Office of Human Resources - Intern**

**May 2010 - December 2010**

- Gained experience with all aspects of a Human Resources office including benefits, immigration, staffing and HR initiatives.
- Tracked H1-B status of new employees and confirmed necessary immigration documents and filed paper work with Department of Labor.

### ADDITIONAL EXPERIENCE

**Xavier University Library, Cincinnati, OH**

**Graduate Assistant**

**August 2011 - present**

- Provide customer service to patrons by checking out books and answering general questions regarding library service.

**Morehead State University, Morehead, KY**

**Office of International Student Services**

**May 2010 - August 2010**

- Assisted new International Students during their on boarding to the university by building awareness of university services.

### LEADERSHIP

**Greater Cincinnati Human Resources Association**

**2012 - present**

**Society of Human Resource Management – MSU Chapter, Treasurer**

**2010**

**Delta Zeta Sorority, Treasurer**

**2009 - 2010**

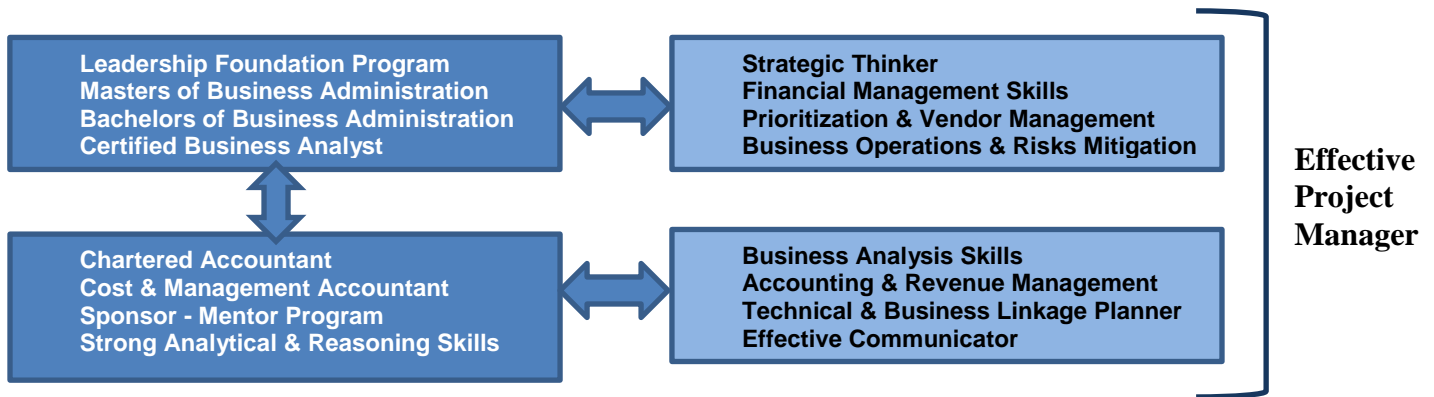
- Managed over \$3,000 for philanthropy projects during the academic year and implemented online billing website to manage membership dues.

# Vic Tawde

5270 Crimson Glory Place, Mason OH 45040; tawde.vic@gmail.com; (513) 328-6690; [www.linkedin.com/in/victawde/](http://www.linkedin.com/in/victawde/)

Offer exceptional ability to align organizational **Strategic Mission to make great ideas happen** and compete in the marketplace by identifying, managing, and leading key process and infrastructure improvements. Positioned to grow and develop while owning the initiative for projects and stakeholders. Deep experience across Healthcare, Information Technology, Finance and Accounting.

## AS YOUR PROJECT MANAGER I OFFER



## BUSINESS CONTRIBUTIONS

**Cincinnati Children's Hospital Medical Center**  
**Lead Systems Analyst / Project Manager, Biomedical Informatics**

**2001-Present**

### ➤ Project Management & Leadership

- To lead projects from development and execution of activities to end-to-end program management to include project charter, plan, estimate, project scope through implementation and deployment.
- Evaluate financial and technical feasibility of projects with alternate solutions analysis and communicate with client leadership teams for approval.
- Primary liaison between the business and technical areas to promptly resolve issues to prevent escalation.
- Proactively manage technical services staff in assuring proper coding and version control during development and execution of complete and accurate quality assurance test plans.
- Lead the project team and users in defining project scope, managing resources, managing requirements, assessing & managing risks / issues and on time delivery.
- Create, develop and manage the project charter and project plan detailing and establishing processes, milestones and variances tracking; manage resources and scheduling from simple to complex projects to ensure tasks, deliverables through project rollout.
- Spearhead activities to coordinate across work streams for on-time delivery, manage scope throughout the entire project lifecycle; manage change management process cycle.
- Develop and monitor productivity matrix and resource allocation to trace accountability and to identify risk, cost, resource, and dependencies and plan risk mitigation strategies.
- Ensure effective and productive communication with the senior management, stakeholders, team members, end users and third party vendors aligned with project objectives.
- Identify and recommend vendors and assist with all activities as it relates to managing and leveraging the partnership with the vendor throughout the life cycle of the project.
- Evaluate and report progress in terms of quality and performance metrics; develop procedures and coordinates IT activities within and across project teams including vendor team support.
- Possess writing and speaking skills that demonstrate an ability to effectively communicate ideas and information within a highly technical environment; proven ability in presentation skills along with the ability to be able to translate technical specifications into non-technical business language.

# Vic Tawde

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## ➤ Business Intelligence

- Gather reporting requirements from collaborative networks, stakeholders and implement reporting models to provide data on dashboards, tables, and other delivery mechanisms.
- Work closely with bio-statisticians to ensure data quality and integrity.
- Manage team of report writers.

## *Other Notable achievements include:*

- Designed, architected and delivered high value multi-site outcome based projects in .Net and Java environment; Lead and facilitated requirements for a comprehensive BI solution. It involved consistent co-ordination with third party vendors, remote site users, state sponsor officers, bio-statisticians and quality control supervisors.
- Collaborated and negotiated software development efforts in cutting-edge outsourcing operations, manage service level agreements, risk assessment and facilitate solution as a resolution specialist.
- One of the 200 mentors in the organizations in areas of BI and change management; Facilitator and mentor to support division team members on the framework, complex matrix and business system logic to ensure knowledge transfer and adherence to the grant requirements.

## **Consulting: Aruba Digital City, Aruba Financial Controller**

**2000-2001**

- Re-engineered and re-organized Internet Service Provider operations, conducted feasibility Study, re-launched web based applications with intent to find suitable buyer.
- Developed cash management plan, budget and strategy for the project to ensure marketability.
- Developed system and process improvement recommendations by leveraging business and technology experience.
- Handled hardware procurement for setting up of Data Center for the ISP and Manufacturing units.

## **Tata Unisys Limited (Unisys Corp. Company) Sr. Business Financial Analyst**

**1995-2000**

- Lead team of functional project managers on Gateway Inc., 4000 seat call center project involving \$100M investment; Assumed responsibility for project financial feasibility study, project planning, lease vs. buy decision, revenue cycle management, functional-technical team and client co-ordination.
- Lead project to design, develop and deploy Finance & HR Module for \$90 million operations & 10,000 employees; involved conceptualization, specs analysis, planning & revenue reporting.
- Developed, implemented & evaluated annual & interim budgets, devised 3-5 year strategic revenue and resource plans at the organization level.
- Reported on cost and revenue variances, budget shortfalls and expense management, developed pricing models for turnkey and time material contracts.
- Worked as liaison between the auditors, finance, IT, legal and client for contractual negotiations.
- Re-engineered the management information system to facilitate business modeling, benchmarking, NPV, IRR & ROI Reporting.

## **Other Relevant Experience**

**20<sup>th</sup> Century Finance Corporation, Asst. Manager Finance**  
**Chartered Accounting Firm, Internship – Internal Auditor**

**1994-1995**  
**1991-1994**

# Vic Tawde

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## Technical Toolkit

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Data Mining / Analysis	✓ SSRS, Hyperion, Business Intelligence Studio
Office Suite	✓ MS Office, Visio, Word, Excel, Power Point
Project Management	✓ MS Project, Visio, SharePoint
Operating Systems	✓ Windows, Linux

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## Education & Certification

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**Master of Business Administration**, Xavier University  
**Bachelor of Business Administration**, University of Mumbai, India  
**Certified Business Analyst**, George Washington University  
**Project Management Professional** (In-House Course CCHMC)  
**Leadership Foundation Program Lead** (CCHMC)  
**Certified Chartered Accountant**, Mumbai, India  
**Certified Cost & Works Accountant\***, Mumbai, India

# Thomas Michael Weber Jr.

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## OBJECTIVE

Obtain a position where I can effectively utilize my expertise in financial analysis, foreign markets and project management.

## EDUCATION

### **Xavier University, Williams College of Business**

**Cincinnati, OH**

- Master of Business Administration; GPA: 3.60

*Expected Graduation August 2013*

### **Wofford College**

**Spartanburg, SC**

- Bachelor of Arts; Intercultural Studies for Business-Spanish; GPA: 3.33
- Concentration in Latin American and Caribbean Studies
- **Awards:** Cross Country Scholarship; Wofford Merit Scholarship

*Fall 2005-Spring 2009*

### **Universidad del Pacífico**

**Lima, Peru**

- Accepted to semester-long program taking business courses in the Spanish language

*Spring 2008*

## EMPLOYMENT

### **Eastern Hills Medical Billing**

**Cincinnati, OH**

*Assistant to the President*

*May 2009-present*

- Led analysis and sensing of credentialing process to implement e-prescriptions two years ahead of timing which led to 2% increase in Medicare allowable rate
- Independently identified opportunity to reduce accounts receivable by 50% leading to exceeding profit targets for the month
- Improved process of medical billing to simplify radiology services billing and improve overall timeline
- Collaborate with insurance providers to ensure medical services are rendered

## LEADERSHIP

### **Wofford Men's Cross Country Team**

**Spartanburg, SC**

*Captain and Member*

*Fall 2005-Spring 2009*

- Led team as captain in Men's Cross Country and Track and Field at the NCAA Division I Level
- Proactively enabled higher awareness of cross country team leading to improved participation and engagement
- USTFCCA award for strong team GPA achieving top 10 in the NCAA Division I level

### **Student Athlete Advisory Committee**

**Spartanburg, SC**

*Men's Cross Country Rep*

*Fall 2005-Spring 2009*

- Improved awareness of athletic events across campus via development of points system leading to increased camaraderie
- Led development of newly created annual athletic awards banquet which improved school spirit at lower attendance events across sports
- Developed relationship between Student Athlete Advisory Committee and the Cross Country team

### **Sigma Alpha Epsilon Fraternity**

**Spartanburg, SC**

*Parliamentarian*

*October 2006-May 2009*

- Led conflict resolution process via expertise in chapter bylaws
- South Carolina Gamma Chapter of Sigma Alpha Epsilon: Achieved Chapter of the Year Award in South Carolina, 2007

## HONORS

- **Olympic Torch Bearer:** Carried the Olympic Torch prior to the 2002 Olympic Winter Games in Salt Lake City, UT
- **Wofford Cross Country Four Year Letterman**
- **Southern Conference Academic Honor Roll**

## SKILLS AND INTERESTS:

- **Language:** Proficiency in spoken and written Spanish
- **Computer:** Proficiency in Microsoft Office and Adobe Dreamweaver programs
- **Research:** Performed research project on topics in Latin American and Caribbean Studies

# Kyle D. Wood

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Phone: (248) 231-7302

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**OBJECTIVE:** To obtain a challenging position with an international business firm that leverages my finance-based analytical skills and experience to successfully achieve company goals. Relocation to Europe desirable.

## **PROFESSIONAL EXPERIENCE:**

**Senior Market Intelligence Analyst**      **Fifth Third Bank, Distribution Strategy Group**      **Aug 2011 – Present**

- Analyze customer and market data for Commercial and Business Banking Divisions
- Identify areas of operational concern and propose corrective action to the Director of Commercial Strategy
- Partner with affiliate senior management to develop educated market prospecting summaries
- Designed and currently administering sales contest for the bank's 300-person commercial sales force

**Financial Analyst III**      **Fifth Third Bank, Commercial Line of Business**      **Jun 2009 – Aug 2011**

- Served as lead financial analyst for the Commercial Leasing and Financial Institutions groups
- Owned monthly forecasting and annual Plan/budget creation process for business partners
- Managed the current FLP participant working in the Commercial Finance group

### **Fifth Third Bank Financial Leadership Program (FLP) June 2007 – June 2009**

FLP is Fifth Third Bank's premier finance training program. The program consists of four six-month rotational assignments within the Finance Division of Fifth Third Bank.

**Financial Analyst**      **Commercial Line of Business, Commercial Finance**      **Jan 2009 – Jun 2009**

- Updated and distributed the Commercial LOB Balance Sheet to senior management on a daily basis
- Prepared bi-weekly Commercial LOB Enterprise Report to be presented to the Chief Executive Officer
- Improved function and clarity of Commercial LOB forecast and month-end review files

**Financial Analyst**      **Business Planning & Analysis, Corporate Finance**      **Jun 2008 – Jan 2009**

- Updated and distributed the Bancorp Balance Sheet to executive-level management on a daily basis
- Prepared financial summaries and analyses for senior and executive management to make decisions
- Constructed presentations for the Board of Directors highlighting quarterly financial performance

**Financial Analyst**      **Madisonville Operations Center, Operations Finance**      **Jan 2008 – Jun 2008**

- Served as lead financial analyst for Fifth Third Processing Solutions (FTPS) Operations
- Conducted the monthly financial forecasting process for the 300-person FTPS Operations group
- Presented monthly financial results to the head of operations and to the CFO of IT/Operations

**Financial Analyst**      **Process Controls Assessment Group, Financial Controls**      **Jun 2007 – Jan 2008**

- Designed a tracking model that shortened the bank's SOX audit by a full month from the prior year
- Lead monthly SOX initiative meetings with strategic personnel to implement bank wide initiatives
- Created/wrote Sarbanes-Oxley testing training module used by all SOX testers at Fifth Third Bank

**Business Development Intern**      **Atlas Oil Company – Taylor, MI**      **May 2006 – Aug 2006**

- Performed due diligence functions in preparation for valuation meetings
- Developed presentation materials for a \$25 million acquisition from concept to finished product
- Attended board level strategy sessions in preparation for acquisition meetings

## **EDUCATION:**

**Xavier University – Cincinnati, OH**      **Jan 2010 – Present**  
Master of Business Administration – General Business      **Expected Graduation: August 2013**

**Miami University – Oxford, OH**      **Aug 2003 – May 2007**  
Bachelor of Science – Finance

**Miami University Dolibois European Center – Differdange, Luxembourg**      **Jan 2006 – May 2006**  
Graduate of semester-long study abroad program with a focus in International Business

## **COMPUTER SKILLS, COMMUNITY SERVICE:**

- Proficient in Access, Excel, PowerPoint, Word, Business Objects, Hyperion Retrieve, Hyperion Essbase
- Big Brothers Big Sisters volunteer, Accounting for Kids participant
- Alumni advisor to the Treasurer of Chi Psi fraternity at Miami University