

Emma Xu

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Summary

- **Detail-oriented individual with strong analytical skills and experience working with large volumes of data**
- **Completed independent Business Analysis course**

EDUCATION

Brandeis University Waltham, MA

Bachelor of Arts in Economics Aug. 2014

- **GPA:** 3.74 / 4.00

- **Relevant Courses:** Business Statistics I/II, Econometrics, Management Information Systems, Financial Accounting, Managerial Accounting, Financial Economics, Corporate Finance, Money and Banking

WORK & LEADERSHIP EXPERIENCE

Get Brand Content Philadelphia, PA

Marketing Intern Jul. 2015 – Present

- Managing Excel spreadsheets and preparing PowerPoint slides for marketing reports

School Of Medicine, University of Pennsylvania Philadelphia, PA

Research Assistant Jul. 2011 – Aug. 2012

- Acquired microscopy images, programed ImageJ macro to quantitatively analyze image data, and used Excel to further store, manage, analyze data and create table for publications
- Mentored, trained, and organized social activities for, summer interns

Standard Chartered Bank Shanghai, China

Financial Institutions Intern, Wholesale Banking Jun. 2010 – Aug. 2010

- Supported client coverage team in handling a portfolio of 15 global and local institutional clients, worked closely with product groups to cross sell Global Market and Transaction Banking products
- Communicated with product partners, legal, credit, operational units and service center to ensure smooth deal implementation and adherence to high levels of service quality
- Analyzed financial accounts of, and rating agency reports on, institutional clients

Professor H. P. James, Brandeis University

Boston, MA / Shanghai, China

Research Assistant May 2010 – Nov. 2010

- Researched rise and fall of foreign and national financial institutions in Shanghai between 1850s and 1949, with a focus on interplay between macroeconomic forces and historical events that underplayed economic boom in Shanghai between 1926 and 1934
- Researched archival records related to Shanghai's major property developer, E.D. Sassoon. Co. and its involvement in The Committee for Assistance of European Refugees in Shanghai
- Analyzed business model and acquisition strategies of E.D. Sassoon Co. using various first-hand sources

Global China Connection, Brandeis Chapter Waltham, MA

Founder and President May 2010 – May 2011

- Initiated chapter formation and approached Global China Connection (GCC) Central with comprehensive chapter proposals; organized business-themed campus events; maintained on-going communication with Central Management

Skills & Interests

Computer: Microsoft Office (Excel, PowerPoint), STATA, Python, SQL

Languages: Chinese, English

Interests: Beach, Photography, Cooking, Soccer