

Imani A. Barnes

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Education

Binghamton University, State University of New York, Vestal, New York
Bachelor of Science in Financial Economics

Anticipated May 2015

Relevant Experience

Lesko Financial Services, Binghamton, NY

September 2014 to Present

Financial Services Intern

- Work with registered financial advisor(s) and their assistants to prepare spreadsheets, financial portfolios and investment reports for client meetings
- Access proprietary database applications like CAMS, Principia and DST to gather and verify financial data on clients
- Research each client's retirement funds by use of internal databases and or calling various fund and annuity companies to gather clients' asset values and to maintain the current year's required minimum distribution (RMD) Excel spreadsheet

Twin River Commons, Binghamton, NY

July 2014 to Present

Leasing Associate

- Provide high quality accommodations and customer service to make our residents' college experience comfortable and for the community to feel like a "home away from home"
- Provide parents and residents with student-friendly staff who will assist them with questions and get residents better acquainted with their school and residential community
- Specific duties include providing the leasing office hours, apartment availability, directions to the property, and general questions about the community
- Responsible for marketing of property, tours of the community, leasing of units and all professional and administrative tasks
- Develop monthly events to get residents involved in the Twin River Commons community, as well as newsletters with the most up-to-date information about the property

Ulta Beauty, Vestal, NY

September 2013 to Present

Beauty Advisor

- Provide excellent customer service by greeting and answering questions that the customer may have relating to hair, body and facial products
- Offer tutorials on make-up application and foundation matching
- Entrusted with the responsibility to see that the customer is satisfied and leaves with a combination of products that meet their needs
- Engage and inform customers of promotions and events within the store
- Extend Ulta Beauty Membership Rewards Cards to new customers

Pre-2013 Work History

Various part-time positions

Swatch: Sales Associate

June 2013 to September 2013

Skills

Microsoft Office Suite 2010 (Mac OS X, Windows), R for statistical data, Morningstar Principia, Principia CAMS