

MICHELLE PEDRAZA

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EDUCATION

July 2014	<u>University of Luxembourg – Business Academy</u> , Luxembourg Master in Entrepreneurship and Innovation (overall grade: <i>magna cum laude</i>) <i>Honors:</i> Two merit scholarships from the University of Luxembourg Jane M. Klausman Women in Business award from Zonta International
Fall 2013 to Summer 2014	<i>Activities:</i> Sustainable Development and Social Innovation course from University of Luxembourg International Summer University on Energy from Freie Universität Berlin
June 2011	<u>CFA Institute</u> , New York CFA levels I and II
January 2007	<u>Boston University School of Management</u> , Boston Bachelor of Science in Business Administration - Concentration in Finance and Minor in Economics Business Major grade point average (GPA): 3.4

EXPERIENCE

January 2015 to May 2015	<u>Clinton Global Initiative</u> , New York <i>COMMITMENTS INTERN</i> – Market Based Approaches and Food Systems Tracks <ul style="list-style-type: none">• Wrote summaries of discussions at CGI convenings to help organizations create commitments that can help address issues such as U.S. food insecurity and gender and economic inequality• Identified potential shared value business solutions by conducting research and writing briefs outlining actionable outcomes that were discussed with key stakeholders• Rigorously proof-read and copy edited comprehensive progress reports that are used by senior management to select commitments to be highlighted at CGI's Annual Meeting
November 2014 to January 2015	<u>Progroup</u> , Luxembourg <i>CIRCULAR ECONOMY INTERN</i> – <i>Luxembourg Center for Circular Economy (LCCE)</i> <ul style="list-style-type: none">• Conducted research on the Circular Economy and helped frame LCCE's business offer to clients• Created content and designed the LCCE website to attract business opportunities and potential clients
March 2014 to September 2014	<u>University of Luxembourg</u> , Luxembourg <i>RENEWABLE ENERGY BUSINESS DEVELOPMENT INTERN</i> – <i>Cell for Sustainable Development</i> <ul style="list-style-type: none">• Conducted primary and secondary research in renewable energy to write a final master's thesis that focused on a project proposal for business development, innovation, and social value• Organized and led focus groups where government institutions and the private sector gathered to discuss this initiative's possibilities, mediated the discussions amongst them• Delivered multiple presentations and collected information from the public used for the stakeholder analysis that was included in the thesis and shaped the business recommendation• Coordinated work amongst a team of students and professionals to develop a feasibility analysis on solar and wind energy production at the University of Luxembourg's new campus
September 2012 to March 2013	<u>Disheroes</u> , Bogota, Colombia <i>ADMINISTRATIVE DIRECTOR</i> <ul style="list-style-type: none">• Helped manage a marketing campaign where 40% of the profits of sales would go to a foundation that benefits victims of guerilla violence in Colombia through education• Managed delivery logistics and implemented procedures to track inventory and recuperate receivables

- Built and updated financial statements to closely track liquidity and other financial ratios
- Developed reports based on historical financial data and projected sales for the next 3 years

September 2012 to
March 2013

Mejorprecio, Bogota, Colombia
CONSULTANT

- Helped to develop the operational budget and execute the marketing campaign for the e-commerce segment of the technology distribution firm, MPS, that increased average visits and purchases
- Incorporated innovative electronic point of sale payment system

June 2010 to
August 2011

Citigroup, New York
BUSINESS ANALYST – Latin America Investment Banking

- Prepared client plans, client segmentation reports and coordinated group's strategic franchise planning efforts in conjunction with the Group Head
- Built presentations outlining investment banking strategy and regional performance which were used by the business heads at Executive Committee Meetings
- Created monthly and weekly reports on revenue, market share and backlog analysis detailing performance and competitive positioning
- Prepared annual budgets and forecasts, analysis of monthly/quarterly expense and managed the headcount data for the Franchise

November 2009 to
June 2010

Deutsche Bank AG, New York
BUSINESS ANALYST (temporary) – Legal, Risk, and Capital

- Built monthly, quarterly and year-end reports on LRC's global spending of roughly US\$380mm which were then used by the Chief Operating Officer and presented to the shareholders
- Engaged in process improvements to automate report production through the use of queries
- Processed monthly accruals and maintain the database with historic vendor expense information

October 2007 to
August 2009

HSBC Securities, New York
FINANCIAL ANALYST – Global Banking and Markets

- Identified overspending that resulted in an operating expense reduction of US\$400k in a year
- Performed analysis on an US\$85mm budget by building headcount pivot tables, function tables, and allocation matrixes and prepared annual budgets and forecasts
- Wrote commentaries explaining variances and produced monthly managerial expense reports which were then used at quarterly meetings held by the Chief Operating Officer and heads
- Drafted the annual operating plan and modeled the rolling budget
- Ensured accruals and resource allocations were processed at month-end closing
- Built templates on transaction cost to analyze volume-driven metrics and fixed fees

COMPUTER SKILLS

Microsoft Excel (Pivots, Macros, Lookups), Word, PowerPoint, Access, Bloomberg, Business Objects, Hyperion, BBCRM, SQL

LANGUAGES

Spanish (D), English (D), and French (B2)

COMMUNITY SERVICE

Gap Year

Volunteered teaching math at an orphanage school in Mysore in India

September 2011 to
August 2012

Volunteered working at an organic farms (wwoofing) in France and Belgium

Volunteered cooking at a vegetarian café at Jamyang Buddhist center in London

HOBBIES

Hiking, practicing yoga, biking, travelling, cooking and baking

OTHER

US Citizen