
Anastassiya Shapovalova

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SUMMARY

Detail-oriented financial professional with knowledge and experience in researching and analyzing industries, companies, historical financial statements, projecting financial information, building financial models and performing valuation analyses.

WORK EXPERIENCE

National Securities Corp

New York, New York

Financial Analyst Intern

June 2014 – September 2014

- Calculated and provided the fair value of stock index futures displayed on CNBC
- Designed an excel spreadsheet that accelerated the process of calculating the fair value
- Assisted to the Chief Market Strategist in options and futures trading
- Prepared gold reports for the bi-weekly commodity comments that were distributed to the National Securities system worldwide
- Assisted with preparation and distribution of the Daily Market Notes
- Co-authored and supervised the revision of the National Securities ETF anthology

Pharmax Global LLC

Jersey City, New Jersey

Business Development Associate/Analyst

May 2012 – May 2014

- Analyze financial information to produce industry forecasts and evaluate economic conditions to enable senior analysts to make investment decisions
- Monitor economic, industrial, and corporate performance indicators through analysis of information obtained from financial publications, government agencies, trade publications, and company sources
- Present oral and written daily market reports on general economic trends and individual corporate performance indicators
- Identify key risk factors to forecast investment viability
- Interpretation and assessment of market direction, resistance and support levels for stock prices and forex
- Monitor and evaluate impact of political and regulatory changes, news releases on forex and stock prices
- Conventional market analysis (i.e. news trading); as well as technical analysis of market data using statistical and stochastic techniques

New York Progressive Dental PC

New York, New York

Dental Office Manager

January 2010- February 2012

- Implemented office protocols and procedures to improve efficiency of workflow to create “team” environment and ensure patient satisfaction
- Handled proper entry of information in the Office Management Software
- Managed accurate balancing of all office transactions
- Ensured proper coordination with billing agency and all required reports/documents submitted correctly and on time
- Kept track of all new patients as well as recall patients, making sure that proper appointments are scheduled

Steinway Family Dental Center

Queens, New York

Dental Biller and Manager

June 2007-January 2010

- Monitored Production and Collection targets on a consistent basis
- Processed checks, approvals and submitted claims, authorizations
- Oversaw office personnel for smooth and efficient operation
- Handled account receivables, account payables and processed payrolls
- Oversaw hiring, job ad placements, screening resumes and interviewing candidates

EDUCATION

City University of New York -Baruch College

New York, New York

Finance, CAPS Program

September 2014- Present

City University of New York-Queens College

Queens, New York

Bachelor of Science in International Business /Economics

Graduated: August 2013 GPA: 3.827

AWARDS

- Presidential Honor Achievers Roll
 - Golden Key International Honor Society
 - International Honor Society in Economics
 - Dean's List
 - CFA Research Challenge
 - The Economics Department Faculty Award
 - Honors in Business Administration
 - Honors in Economics
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SKILLS

Technical: Bloomberg Terminal, Think or Swim by Ameritrade and Dow Jones trading platforms, e-Signal news platform, Stata, Excel, Microsoft Word, Power Point, Microsoft Outlook with Business Contact Manager

Personal: Critical thinking, judgment and decision making, complex problem solving, systems analysis and evaluation

Language: Fluent in English, Russian, basic German and Spanish

References: Available on request