**Siyuan Huang**

212 Highland Avenue, 857-204-6434 Quincy, MA 02170 siyuanhuang10@hotmail.com

**Education**

**Suffolk University**, Sawyer Business School Boston, MA B.S. degree candidate, Finance Major May 2015 Cumulative GPA: 3.49 **Relevant Courses**: Financial Accounting, Managerial Accounting, Money & Capital Markets, Business Finance, Principes of Investment, Intermediate Finance, Intermediate Accounting, Operations Management, Mutual Funds, Managerial Finance, International Business

**Professional Experience**

**WholeRen Education, LLC** Boston, MA

*Finance Intern* May 2014-Dec 2014

* Developed Excel spreadsheet for tracking and computing billable hours
* Assisted Financial Controller with networking and market research
* Assisted Financial Controller with forecasting profits and losses, and preparing Financial Statement
* Assisted Financial Controller with various sales and prospecting activities

**Shanghai Showbo Financial Information Service Corporation Limited** Shanghai, China

*Finance Intern*  July 2013

* Market analyst responsible for monitoring market trends including market prices, news and trades for investment services for corporate financial advisors
* Organized more than 30 networking events and meetings, and travel arrangements to bring in new investors
* Engaged with over 50 prospective clients through follow-up meetings, resulting in a measurable high conversion rate

**Shanghai Yajiaju Corporation Limited** Shanghai, China

*Investor Services Representative* 2011-2012

* Conceived and developed an Excel spreadsheet with the information of the expected return of the loan business(including mortgage, auto loan, and real estate loan), data used to assist operation managers’ strategic decision making – technique adopted company wide
* Organized over 10 follow-up meetings weekly with the potential investors, ensured business meetings for advisors and investors received administrative support

**Activities**

**Harvard US-China Economic Interaction Council** Cambridge, MA

*Executive Member* 2013-present

* Promote public discussion about the economic interaction and integration between the U.S. and China, provide students and scholars an opportunity to acquire more real knowledge of international politics and economy

**Suffolk University** **Chinese Students and Scholars Association** Boston, MA

*President* 2012-2014

* Led 16 executive members to assist over 400 Chinese students to adapt the life at Suffolk University, helped them through pick-up services, curriculum consultations, vocational trainings, and legal consulting services
* Promoted Chinese Culture around campus, provided services for students and scholars who are interested in Chinese culture through providing Chinese characters learning programs, Chinese culture workshops, and networking events

**Leadership Experience**

**Harvard US-China Economic Interaction Council** Annual Conference, *Organizer*, Cambridge, MA March 2014 **The First Annual Chinese Spring Festival Gala** at Suffolk University, *Chief Planner,* Boston, MA February 2014 **International Student Orientation** at Suffolk University, *Orientation Leader,* Boston, MA August 2013

**Skills & abilities**

Microsoft Windows, Word, Excel, PowerPoint, Access Bilingual in English and Chinese