

CLIFTON ALEXANDER, JR.

EDUCATION

KEAN UNIVERSITY

B.S. in Finance | 2013-2016

Minor: Economics

THE KNOWLEDGE HOUSE

*Programming Fellow | 2017
200+ hours of full-stack web
development training
focusing on cross-platform
JavaScript*

HARLEM BUSINESS ALLIANCE

*Programming Fellow | 2016
Winner - Best Overall
140+ hours of front end web
development*

TECHNICAL SKILLS

HTML, CSS, JavaScript
Handlebars, EJS
Angular
Express
Node
SCSS
Postman
Github

RELEVANT COURSEWORK

Operations Management
Corporate Finance
Computer Applications
Media Information Systems
Business Management
Lean Entrepreneurship

CONTACT

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PROFESSIONAL SUMMARY

Self-motivated financial professional with a strong knowledge of financial planning, projection, and analysis compounded by a solid technical expertise that drives innovation and efficiency

WORK EXPERIENCE

FINANCIAL CONSULTANT

Strategic Financial Solutions | Sep 2017 - Dec 2017

- Obtain requirements through discussions with prospective clients about financial circumstance and goals
- Perform over 25 gap analyses weekly, comparing client's current and desired financial state to determine and recommend best strategies
- Enrolled over \$250,000 of client debt into primary debt management program generating more than \$40,000 of company revenue

DIRECTOR OF CLIENT RELATIONS AND MEDIA

Northwestern Mutual | Oct 2016 - Apr 2017

- Led a small cross-functional team managing a portfolio of 450 clients ensuring KPIs are met
- Developed client-facing marketing campaigns leading to a 40% increase in pipeline business generation
- Restructured operational procedures to improve efficiency, reducing average business cycle by 10 days

CLIENT SERVICES INTERN

EverBank Commercial Finance | Jul 2015 - May 2016

- Collaborated with Great American Insurance to process financial documents for 25+ corporate clients daily
- Optimized workflow of invoice database by supplementing existing process with Microsoft Excel, leading to a 10% reduction in returned invoices
- Trained newly hired interns and developed a procedural manual for recording business processes

STUDENT ASSISTANT

Kean University Office of the Registrar | Feb 2014 - May 2016

- Worked in conjunction with Kean University Wenzhou, China campus to aid in the successful build out of their Registrar Office in 5 months
- Supervised 30 student workers in the planning and execution of Commencement ceremony, attended by over 2,000 graduating students
- Created and launched successful FAQ email campaigns that led to a 50% decrease in student inquiries

ADDITIONAL

- Lockheed Martin MST International Expansion Case, Mar 2016 Winner - Competition including 30 other competitors from Kean University and Penn State University
- Managed real-time simulation investment portfolio netting 12% return over 13 weeks
- Skilled in digital tools, which include Microsoft Dynamics CRM, Velocify CRM, IFS LeaseWorks and Datatel