

DAHEE SEMINARA

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📍 New York, NY + Jersey City, NJ

PROFESSIONAL

Creative and strategic thinker who sees convergence in people and creates win-win solutions. Known for problem solving and building collaborative relationships across teams.

Diverse financial services knowledge with key projects related to driving strategic global policy initiatives and process improvement.

EDUCATION

Lehigh University

- MBA Candidate | Summer 2022
- Business Analytics (BA) Concentration
- Courses include Data Analytics in Advanced Investments, Cloud Computing and Security and Risk Management
- Programming languages include Python, SQL and R

Rutgers University

- BS Accounting

SKILLS

- Executive-Level PowerPoint
- Advanced Excel
- Organization and Planning
- Project Management
- Relationship Management
- Communication

LANGUAGES

Bilingual: English and Korean

EXPERIENCE

Bank of America

Jul 2017-Jun 2021

Assistant Vice President, Policy and Advocacy

2018- 2021

- Project managed implementation of the EU's banking regulations – (1) partner with global financial, technology and risk to qualify impact to the bank; (2) coordinate monthly workshops for 50+ key stakeholders including executives, functional leaders and subject matter experts; and (3) create effective project milestones and management presentation materials
- Managed central Treasury communication – (1) write firmwide publications for 600+ audience on key regulatory developments; (2) develop visual roadmaps of the bank's capital and liquidity advocacy strategy; and (3) aggregate and publish key daily digest of financial and market news for Treasury senior leadership
- Led adoption of Blueprint, a web service for business planning automation, by creating framework documents for the Treasury and overseeing a transition from a legacy system
- Supported regulatory advocacy efforts – (1) partner with peer banks and trade associations for impact assessment on regulatory changes; and (2) review capital management policy as part of annual stress testing
- Developed the Treasury's strategic committee on Environment, Social and Governance (ESG) and created prioritization of ESG-related activities, such as integrating the bank's investment portfolio strategies and climate risk into capital and liquidity assessments

Financial Analyst, US Broker Dealer Regulatory Reporting

2017- 2018

- Led process improvement projects to reconcile general ledger accounts and broker-dealer regulatory reporting requirements; created a sustainable mapping framework and governance for future efforts
- Led issue management for data and documentation gaps through improved requirement planning
- Oversaw policy and controls compliance for critical-use reporting tools

Andrew M Park CPA P.C.

Oct 2014-Aug 2015

Staff Consultant

- Managed 20 high-priority client accounts by developing relationships and focusing on understanding their personal financial goals and values
- Served as a primary contact for one of the firm's largest clients on a personal business IRS audit

KPMG

Summer 2014

Advisory and Audit Intern

- Assisted with financial due diligence with four working groups across the firm
- Participated in learning events including corporate teamwork, communication, client interaction and personal branding