

# Xiao Yue

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## **Objective**

Seeking financial analyst position at J. Morrissey utilizing interpersonal skills, analytical skill, and communication skills.

## **Education**

**University of Connecticut**, Storrs, CT  
Bachelor of Arts, Economics, May 2012  
GPA: 3.0/4.0; Dean's List: Spring 2009

## **Relevant courses**

Mathematical Economics	Principle of Financial Accounting	Managerial Accounting,
Economics of the Law	Math for Business & Economic	Labor Economics
Business Information System	Public Speaking	Money and Banking

## **Internship Experience**

**Pinnacle Marketing**, Hartford, CT

*Corporate Trainer*, May 2011- July 2011

- Helped with second round interview in the office
- Learned inner office responsibilities such as arrange car rides, schedule morning meeting, and create morning atmosphere

## **Relevant experience**

**School of Pharmacy**, University of Connecticut, Storrs, CT

*Front Desk*, August 2009-present

- Multiple line telephone controlling, documentation and filling,
- Handle quality photocopy machines and the fax machines, and help with different projects.

**Actress & NY Jewels**, Farmington, CT

*Sales Associate/ Cashier*, January 2009- August 2009

- Provided excellent customer service by knowing the inventory
- Being able to make recommendations on proper/necessary jewelries and accessories for specific occasions.
- Maintain accurate display/inventory products, and prominently displayed

**Soho Fashion**, Farmington, CT

*Sales Associate/ Cashier*, March 2008- June 2009

- Provided excellent customer service by knowing the inventory
- Being able to make recommendations on proper/necessary hair style for specific occasions.
- Maintain accurate display/inventory products, and prominently displayed

## **Activity and Honors**

**Economic Club**, University of Connecticut, CT

Member, September 2011- Present

**Hong Kong Club**, University of Connecticut, CT

Member, September 2009- June 2010

**Freshman and Sophomore Business society**, University of Connecticut, CT

Member, September 2009- June 2010

## **Skills**

*Language*: Fluent in Mandarin Chinese

*Computer*: Microsoft Word, Excel, PowerPoint, Access, Photoshop