ANNA LIST

SMC# 1234, 5000 Forbes Avenue, Pittsburgh, PA 15289. annalist@cmu.edu. (412) 555-5555

Education

Tepper School of Business, Carnegie Mellon University

Bachelor of Science in Business Administration (Track in Finance) Additional Major in Decision Science

GPA: 3.9/4.0; Dean's List: All Semesters

London School of Economics

Intermediate Macroeconomics

Recipient, CMU Tartans Abroad Scholarship

Pittsburgh, PA May 2014

> London, UK July 2011

Experience

Essential Finance Shanghai, China Investment Management Intern July 2012-August 2012

- Devised tax-effective offshore investment strategies for expatriates in China and prepared individualized financial plans for them
- Researched and recommended selections that would eliminate unnecessary mirror fund management fees for clients and facilitate growth in net returns by 22% on average per annum
- Attracted clients through networking and developed these relationships to yield a 60% attendance rate for new contacts at initial presentations

Deloitte Consulting Chennai, India May 2011-June 2011

Summer Intern, Strategy and Operations Division

Evaluated the profitability of India's power sector for potential clients looking to make investments from abroad

- Formulated data from 40 local companies by creating Excel models to compute top performers for a management awards ceremony organized by Deloitte
- Created a competitive analysis and a 3-part plan for future market positioning in the region

Leadership

Undergraduate Finance Association (UFA)

President

Pittsburgh, PA

February 2011-Present

- Oversee events for 550 UFA members, handle corporate relations with external sponsors, and formulate the agendas for and direct activities of the Executive Board
- Organize the annual 'Network Manhattan' event by working closely with financial services alumni in New York City

CMU University Health Services

Pittsburgh, PA

Peer Health Advocate (PHA)

August 2011-April 2012

- Conducted stress management workshops for students while working with other PHAs to improve the program menu of Health Services
- Received AMA Certification in First Aid and CPR

Business Opportunities Conference

Pittsburgh, PA

Marketing Director

January 2011-October 2011

- Introduced a revamped marketing strategy, including creation of new designs, logos, and summary booklets, to promote the BOC to both students and recruiting companies
- Coordinated with participating companies to hold special promotional sessions with students

Skills & Honors

- Selected as a 2012 Student Ambassador to Carnegie Mellon's sister campus in Doha, Qatar
- Member, Tepper School Dean's Advisory Council
- Represented CMU at the 2011 Undergraduate Business School Leadership Conference at Emory University
- Proficient with Java, Microsoft Office, Photoshop, and Salesforce software
- Languages: Hindi, Basic Spanish, Telugu & Tamil