

Resume Example

Elizabeth Lee

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EDUCATION

Columbia University, Columbia College

New York, NY
May 2019

- Bachelor of Arts in Philosophy
- Cumulative GPA: **3.82/4.00**; SAT: 2330 (800 Math, 730 Verbal), 99th percentile
- Honors: Columbia Core Curriculum Scholar, 3rd Place in Oliver Wyman Case Competition, Dean's List All Semesters

PROFESSIONAL EXPERIENCE

Kaiser Associates (Global strategy & management consulting firm serving Fortune 500 clients)

Washington, D.C.

Summer Associate Consultant

June 2018 – August 2018

- Benchmarked pricing strategies for Fortune 100 construction equipment manufacturer
- Conducted 20+ primary interviews with equipment dealers to research prices, and analyzed 500+ quotes via Excel
- Collaborated with Senior Consultants & Manager to create and present final deliverable to clients via PowerPoint
- Researched feminine care product innovation in China, synthesized findings and reported to VP in order to pitch a new engagement proposal to a multinational consumer goods corporation; the new project will start in October
- Reformulated revenue projection model for Top 2 U.S. telecommunication firm by synthesizing quantitative and qualitative information via Excel; created presentation deck for firm-wide conference

Asia Society (International non-profit organization with \$100+ million in assets)

Hong Kong

Strategic Development Intern

June 2017 – August 2017

- Negotiated with Japanese Consulate General, All Nippon Airways (ANA), and Peninsula Hotel etc., to seek sponsorship for 180-person banquet promoting Japanese culinary culture
- Secured 75% discounted air tickets from ANA by presenting detailed sponsorship tiers and benefits
- Identified and interviewed two Japan-based food-shipping companies to supply for banquet and decide on budget
- Led team of three interns to conduct market research and pitch ticket sale methods to Strategic Development Team for two 350-people concerts in November; sold 280 tickets in September pre-sale period
- Composed 40-page proposal with \$128,000 budget for exhibition series; presented to potential sponsors

Dearest, Inc. (Childcare start-up serving 200+ families in New York)

New York, NY

Business Development Intern

January 2017 – May 2017

- Researched competitor landscape in \$4.7 billion NY State child care industry to determine differentiation strategies; formulated analyses on industry competition to gauge company standing, presented by CEO to investors
- Collaborated with designers to create developmental milestones charts
- Wrote one 500-word article per week on education-related topics with 100+ readers per article on Dearest's website

LEADERSHIP & INVOLVEMENT

Symposium Summer Teaching Fellowship sponsored by Columbia University

Beijing, China

Symposium Fellow

February 2018 – August 2018

- Selected from 50+ applicants to receive fellowship to teach humanities to high school and university students in Beijing
- Designed and taught 10-day curriculum on Rousseau to 15 high school and college students of diverse background

Columbia Organization of Rising Entrepreneurs

New York, NY

Senior Advisor (formerly Business Head) of Entrepreneurship Publication "Impulse"

October 2016 – August 2018

- Spearheaded marketing strategies and led team of 8 to analyze reader data, increasing readership size by ~20%
- Organized and moderated two 20-person round-table discussions with entrepreneurs, featured on impulse.coreatcu.com

Oliver Wyman

New York, NY

Selected Participant in Women's Leadership Series

February 2017 – April 2017

- Selected from 300+ applicants to participate in series of professional development and consulting case workshops
- Placed 3rd in Best Buy case competition among 29 participants

SKILLS & INTERESTS

Computer: Microsoft Office (Word, Excel, PowerPoint), Adobe Photoshop, Google AdWords

Languages: Mandarin (native), Cantonese (advanced), Japanese (intermediate)

Interests: Printmaking (apprenticed to master printer Kathy Caraccio in Jan. 2017), Half-marathons