**Thomas J. Student**

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(555) 555-5555

**EDUCATION**

**Case Western Reserve University**, Cleveland, Ohio

*Bachelor of Science, Accounting (Expected May 2019)*

*Minors: Mathematics and Banking and Finance*

* Cumulative GPA: 3.85
* Relevant Coursework: Corporate Finance, Investments, Financial Modeling, Intermediate Accounting
* Dean’s High Honors List (Fall 2016, Spring 2017)
* Dean’s Honor List (Spring 2016)

**EXPERIENCE**

**The Riverside Company,** Cleveland, Ohio

*Private Equity Intern (September 2016 – Present)*

* Support a team of microcap fund investment professionals in a $5 billion private equity firm
* Perform company and industry research in the evaluation of potential portfolio company investments in the industries of dermatology, meat alternatives, security software, and non-invasive fat reduction surgeries
* Prepare an internal analysis summarizing financial merits and risks of a potential investment add-on in the plastic component manufacturing industry
* Participate in weekly investment committee meetings, management calls, and investment assessments

**KeyBank,** Cleveland, Ohio

*Risk Review Group Intern (June 2016 – August 2016)*

* Provided project support for the Data Analytics and Enterprise Projects groups within the internal audit function of a $100 billion asset bank
* Developed a SAS data analysis report of consumer complaints to investigate customer satisfaction
* Evaluated risks associated with bank information technology projects of $10 million or more in value
* Improved various risk review Excel templates by implementing macros, pivot tables, and other Excel functions

**Case Western Reserve University,** Cleveland, Ohio

*Resident Assistant, Housing and Residence Life (2015-2016)*

* Organized community wide events for first year students working with other Resident Assistants
* Promoted an inclusive environment through diversity and tolerance education
* Enforced university policies to ensure student safety

*Case Western Reserve University Department of Mathematics Supplemental Instructor (2015-2016)*

* Led recitation as teacher’s assistant for a class of 40 students
* Graded student examinations and provide supplemental tutoring outside of class hours

**LEADERSHIP**

**Sigma Phi Epsilon,** *Vice President of Finance (December 2015-Present)*

* Manage a $35,000 per semester budget and track all financial transactions
* Collaborate with chapter executives on activities and university relations

**Habitat for Humanity**, *Volunteer – (2015-2016)*

* Assisted at construction and demolition sites for affordable houses provided to people in need

**Junior Achievement**, *Coordinator – (2016)*

* Organized a group of volunteers to teach underprivileged elementary students

**ACTIVITIES & INTERESTS**

* Member of the Pi Chapter of Beta Alpha Psi Accounting Fraternity (2015-2016)
* Ebony pencil portrait drawing, music concerts and festivals, and bass guitar