

Kyung Hee Cho

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Objective

Entry-level candidate with a background in Institutional Sales, applying for the junior position with an aim to build a career as a sales professional at a global firm

Educational History

Mar 2015 ~Aug 2019	HANKOOK UNIVERSITY Bachelor of Arts in Business Administration	Seoul, Korea
	<ul style="list-style-type: none">• Relevant Courses: Corporate Finance, Financial Accounting, Taxation• Scholarship: Received scholarship for academic excellence for two semesters• Study Abroad: Studied at [] University in New Zealand for one year	

Professional Experience

Aug 2019 -Current	INC INTERNATIONAL BANK Sales Assistant, Institutional Sales Department	Seoul, Korea
	<ul style="list-style-type: none">• Regularly updated credit profile of institutional clients using financial statements• Performed credit analysis for large commercial bank accounts and circulated weekly summary note internally• Accompanied senior sales managers to meeting with prospective institutional client• Regularly provided research reports on local regulation and tax law updates for senior sales managers	
Jul 2018 -Dec 2019	WOORI Local BANK Intern, Gannam Branch	Seoul, Korea
	<ul style="list-style-type: none">• Assisted loan officers with loan approval due diligence process, utilizing financial accounting knowledge• Prepared presentation draft for monthly summary of new credits and submitted review of senior loan officers• Translated credit approval criteria from Korean to English to provide brochures to foreign customers	

Extracurricular Activities

Jul 2017 -Dec 2018	HANKOOK COMMUNITY CONSULTING GROUP President	Seoul, Korea
	<ul style="list-style-type: none">• Performed cash flow analyses on behalf of small local business to arrive at meaningful assessment of their financial condition• Prepared and presented financial improvement suggestion to business owners• 	

Skills and Other Information

Language: Korean (Native), English (Business-level proficiency)
PC Skills: Microsoft Office Suites (Word, Excel and PowerPoint; Business proficiency)
Certificates: Associated Financial Planner Korea (AFPK) Certification acquired in Jan 2018
Certified Foreign Exchange Specialist I and Certification II acquired in Jan 2018