

# SHEN WEI

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## QUALIFICATIONS SUMMARY

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### ➤ Communication & Collaboration:

- Interpersonal strengths leveraged to deliver informative presentations and ensure client satisfaction
- Talent for explaining complex concepts to all levels of expertise
- Tri-lingual (Mandarin Chinese-Native, English, Japanese) service help massively in building international client relationship

### ➤ Key Skills:

- High dedication, accuracy and good analyzing intelligence
- Ability to read market movements and make simple plans related to financing planning
- Ability to upskill rapidly due to a solid grounding

## OBJECTIVE

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- Seeking position as Analyst

## PROFESSIONAL EXPERIENCES

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### Everbright Bank, China

*Internship, Assistant Consultant in Investment Department*

*July 2012-August 2012*

- Worked closely with the manager of Sales Department
- Familiarized with company policy and financial services
- Explained and introduced housing mortgage policy to clients

*Internship, Consultant*

*August 2014-September 2014*

- Introduced and explained financial products and different policy to customers
- Assisted and transferred clients to different department based on their needs
- Communicated and interpreted foreigner clients in English, Japanese, and Chinese
- Assisted senior clients get familiar with new financial technologies

### Pasadena City College

*September 2010-June 2013*

*Tutor*

- Personal tutor in Chinese and Mathematics (college Algebra, pre-calculus, and single variable calculus)

### Grand Prospects Financial & services

*March 2016-April 2017*

*Marketing associate/Consultant/Technical support*

- Responsible for delivered professional and technical advice on insurance section
- Understood and Identified each Insurance Guidelines' and updates
- Developed insurance quotes for life, make sales presentations, and close sales
- Selected as the most recent hire to train new employees
- Processed complex life insurance & annuity applications ensuring each case if effective and minimize turn-around time for approval

## EDUCATION BACKGROUND

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**University of California**, College of Letters and Science, Los Angeles, CA

*July 2015*

- Bachelor of Arts in Economics
- Cumulative GPA: 3.324

**Pasadena City College**, Pasadena, CA

*June 2013*

- Associate Degree in: Business, Japanese, and Natural Science
- Cumulative GPA: 3.929

Dean's Honor, Administration Honor, and Scholarship Recognition Award

## KEY FOCUSED AREAS

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- Microeconomics & Macroeconomics
- International trade
- Market Organization (game theory)
- Econometrics (Stata)
- Fluent in English, Japanese, and Mandarin Chinese
- Financial Accounting & Managerial accounting
- Microsoft Office
- Graph analysis

Wei Shen  
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(626)215-8609

July 10, 2017

Dear recruiters,

I am interested in applying for Analyst at your organization. My resume is enclosed for your review. I graduated from University of California, Los Angeles with a bachelor degree in economics in 2015. I able to speak English, Mandarin and Japanese. My focused economic areas including international trade, game theory, and market design.

My backgrounds include business experience online and retail setting. I have the experience to communicate with other same area competitors and manage to come up with a reasonable price setting. I also interned at China Everbright Bank as a consultant. I familiarized with all the company financial products and communicated with customers in English, Japanese, and Mandarin Chinese. After I graduated from the university, I had my first job in Grand Prospects Financial. I learned how to analyze all different kinds of financial products and introduce to clients to correspond with their needs. Through those experiences, I have developed strong customer service, organizational and high dedication, accuracy and good analyzing intelligence, which fit the requirements of your position.

I would greatly appreciate the opportunity to meet with you to and find out more about this opportunity. Please feel free to contact me by phone or e-mail. I appreciate your consideration and look forward to hearing from you.

Sincerely

Wei Shen