

DIANE SHI

Diane.shi.cmc@gmail.com ▪ (573)356-2377

EDUCATION

Claremont McKenna College, Claremont, CA

May 2013

Master's Program in Finance

- Robert Day Scholar
- Relevant Coursework: Asset Pricing & Derivatives, Corporate Finance, Financial Reporting & Communication
- GMAT: 760/800

Truman State University, Kirksville, MO

May 2012

Bachelor of Science in Economics and Business Administration-Finance

- The 2011-2012 Who's Who Among Students in American Universities and Colleges
- Relevant Coursework: Investments, Derivatives & Risk Management, Money and Banking, International Finance
- GPA: 3.71/4.0, Business related Major GPA: 3.94/4.0

Chartered Financial Analyst Level III Candidate

June 2012

Passed National Commodity Futures Examination

November 2010

WORK EXPERIENCE

Pinnacle Technical Resources, Dallas, TX

May-August 2012

Finance Intern

- Researched the corporate account receivable aging history to keep track of payments and estimate future cash flows
- Utilized SQL and Dynamics to prepare weekly invoice reports and periodic internal audits
- Communicated and negotiated with clients to manage cash flow efficiency and eliminate discrepancies

Shanghai Securities Corporation, Shanghai, China

June-July 2010

Finance Intern

- Advised and instructed approximately 50 clients in opening and organizing accounts
- Systemized data and files of clients and wrote short reports about ongoing issues of current stock markets
- Analyzed around 300 clients' legal documents to assure their credibility and risk taking level

Shelter Insurance Externship, Columbia, MO

March 2011

Extern with Senior Equity Portfolio Manager

- Reviewed Shelter investment portfolio of \$4 billion and analyzed its different asset classes
- Researched and evaluated investments in F5 Networks, Citigroup, Avon, and Riverbed for potential stock pitches
- Used Bloomberg terminal and contacted JP Morgan analysts to capture the updated trend of stock markets

Center for Applied Statistics and Evaluation, Truman State University

August 2011-May 2012

Student Consultant

- Designed surveys and proposed data collection methods using latest statistical approaches
 - Organized five focus groups and managed individual projects for Health Science Department and Child Care Center
 - Exploited statistical tests to identify key factors of projects and presented optimal plans to clients
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LEADERSHIP EXPERIENCE

Bulldog Student Investment Fund, Truman State University

August 2011-May 2012

Founding Member, Vice President of Investment Strategy

- Set up Truman State University's Student Investment Fund of \$30,000 and fundamental procedures for investments
- Led Investment Strategy Committee on projects such as investment thesis and portfolio management
- Initiated the fund's Stock Proposal Procedures and determined specific stock pitches

Phi Beta Lambda, Truman State University

August 2011-May 2012

Vice President, Chair of Professional Development Committee

- Supported the President with promotion, development, and general operation of the organization
 - Invited guest speakers from businesses such as Bank Midwest and Edward Jones for professional presentations
 - Prepared Local Chapter Annual Business Report and set up Resume Clinic and Intern Panel
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SKILLS AND PROFESSIONAL DEVELOPMENT

Languages: Chinese and English

Technical: Bloomberg terminal, Minitab, SPSS, Shazam programming, SQL programming, Excel & Pivot table

Awards: 2011 National Phi Beta Lambda Leadership Conference: 3rd place in Financial Analysis & Decision Making
Missouri Phi Beta Lambda State Leadership Conference 1st place in Financial Concepts, 3rd place in Financial Analysis & Decision Making, 1st place in Small Business Plan

Interests: Investments, horse riding, golf, ballet dance, Irish dance, traveling