

JANE DOE

jane.doe@gmail.com - (858)555-5555

PROFESSIONAL PROFILE

Fourth year student of Business and Economics. Responsible, proactive, committed and sociable. Always willing to learn and to fulfill what is proposed in an outstanding way.

EDUCATION

2019 - 2023: Pontifical Catholic University of Chile, Santiago, Chile.

- Bachelor of Business & Economics.
- Ranking position: 47/502 students.
- GPA: 3.92

September 2022 - December 2023: University of California, San Diego (UCSD).

- Exchange program.

RELEVANT EXPERIENCE

July - Nov. 2022 Business Internship, *Muth Boutique*: chilean entrepreneurship dedicated to the manufacture of *slow fashion* garments

- Perform competitive analysis and pricing strategy.
- Carry out an international market study to manage the export of products.

January 2022 Internship in Logistics: *Paper and Cardboard Manufacturing Company (CMPC)*: Chilean forestry and paper holding company

- Develop daily reports in Excel (purchases, sales, inventory, imports).
- Benchmarking Presentation: compare the services, processes and technology of the company with competitors.

2021 Teacher Assistant at Pontifical Catholic University of Chile

- Develop weekly section classes for students in three courses: *Introduction to Microeconomics*, *Introduction to Macroeconomics*, and *Mathematical Applications for Business and Economics*. The work done in each class consists in solving exercises and resolve doubts. Also, correcting quizzes, exams and homeworks.

SKILLS

- Excel, Power Point, Word and Access (Advanced).
- R and Stata (Beginner).
- Languages: Spanish (Native) and English (Advanced): TOEFL 106/120

AWARDS

2018 Cumbres High School, Santiago, Chile

- Academic Excellence Award: recognizes the person who obtained the highest GPA in his/her class during the four years of high school.