

# MARIA BELEN FINDLEY

mbfindley0659@eagle.fgcu.edu | 424-413-1433 | linkedin.com/in/mariabelenfindley

## INTRODUCTION

---

Currently pursuing a Bachelor of Finance. I acquired hands-on experience during my internship at Wells Fargo and ongoing finance-related coursework at Florida Gulf Coast University. These opportunities have significantly improved my problem-solving abilities, professionalism, teamwork skills, resilience, time management, proficiency in technical tools like Tableau and Microsoft Office, and competence in financial planning software such as Envision and Emoney. Passion for leveraging finance to drive global change through a multinational corporation. Eager to join a corporate finance team, bringing fresh insights rooted in my diverse background and enthusiasm for continuous learning.

## EDUCATION

---

**Florida Gulf Coast University**  
Bachelors of Science Finance - Analysis and Management

Fort Myers, FL  
Jan 2023 - Expected Dec 2024

**Florida SouthWestern State College**  
Associate of Arts - Business Administration

Fort Myers, FL  
May 2019 - Dec 2022

## EXPERIENCE

---

### Wells Fargo | Wealth and Investment Management Intern

Minneapolis, MN | Jun 2023 - Aug 2023

- Engaged in client meetings with senior private wealth teams, addressing investment strategies, diversification, adjustments, gains, losses, and their underlying reasons. Additionally, participated in pre-meeting and post-meeting calls with the team and executives I directly supported. These calls served to plan discussions for client meetings and ensure prompt follow-up on customer requests and needs.
- Generated and converted financial planning portfolios/presentations for clients using E-money Software.
- Contributed to the integration of new portfolio management tools, including IPS Conversions.
- Produced an intricate document that facilitated the seamless setup of fraud alerts for the financial advisor's clients with whom I collaborated at that time, incorporating feedback from the advisor, her team, and clients. This document is currently in use by clients.

### McCann | Translation Specialist Contractor

Remote | Jan 2016 - Present

- Employed my talent for languages and my international background to review hiring paperwork, hiring interviews, worldwide commercials scripts, and brand launches.
- Helped multinational companies as customers, such as Nike, Nestlé, D'Onofrio, Coke, Starbucks, Corona, and Adidas, that require a pristine translation.
- My role involves accurately translating and localizing content, ensuring quality and cultural sensitivity. I collaborate with the creative team, provide cultural insights, manage terminology, and meet tight deadlines. Accomplishments include delivering high-quality translations, contributing to successful campaigns, and expanding the agency's international reach.

### The Club at Grandezza | Customer Service Representative

Fort Myers, FL | Dec 2019 - May 2023

- Improved the quality and service standards at Starbucks (we proudly serve), increasing sales (2x) and customer satisfaction.
- Led different teams, increasing internal customer satisfaction within the organization.
- Proficiently streamlined Canva software processes, yielding significant operational time and cost savings for the club. This proactive initiative eliminated the need for individual menu errors and pricing explanations to customers, thereby elevating overall customer satisfaction.

## SKILLS

---

- Business Acumen, Strategic thinking, Adaptability, Resilient.

## PROJECTS

---

### Comprehensive Guide for Configuring Fraud Alerts

- Played a significant role in an online fraud prevention initiative at Wells Fargo Advisors.
- Developed a user-friendly, meticulously crafted step-by-step guide for configuring fraud alerts.
- The document is now actively used by clients.

### SAP Enterprise Resource Planning System

- In my Information Systems class, I gained hands-on experience with SAP ERP, learning how it integrates and analyzes data from different company departments to enhance decision-making and operational efficiency.
- The project highlighted the considerable benefits of ERP systems, including improved inventory tracking, faster financial reporting, and automated customer orders, ultimately boosting customer service, efficiency, and competitiveness.

### Detailed Manual for Investment Policy Statements

- Created a user-friendly PDF guide for converting Investment Policy Statements from Abbot Downing into Wells Fargo Private Bank format.
- Ensured clarity and simplicity in the step-by-step instructions.
- Improved the efficiency of portfolio managers and their superiors in handling Investment Policy Statements.

### Translation for E-commerce Nestlé Campaign during COVID-19

Expertly translated and adapted Nestlé's "Tienda Nestlé" e-commerce campaign from Spanish to English, aligning it with evolving consumer needs during the COVID-19 pandemic. As a translator, my work contributed to the campaign's success, resulting in significant outcomes that included:

- A remarkable 56% increase in sales and a substantial 48% rise in orders.
- The attraction of 528,000 unique visitors within just five months of the campaign's launch.
- The development of a substantial consumer database comprising over 15,000 contacts, facilitating the enhancement of customer interactions and preferences.
- The timely response to the surge in demand for online shopping during the pandemic by enabling the creation of a direct-to-consumer platform.
- The effective collaboration with various social media platforms, sponsorships, and media alliances to promote the campaign's success."

## PROFESSIONAL BADGES

---

AI Foundations - **IBM**

Personal Insurance - **Florida SouthWestern State College**

Microsoft Office Specialist

Fundamentals of Written Communication - **Florida Gulf Coast University**

## HONORS & AWARDS

---

Omicron Delta Kappa National Leadership Honor Society of the Lutgert College of Business - Mar 2023

President's List of the Florida SouthWestern State College - Feb 2023

Presidential Scholarship of the Florida SouthWestern State College - May 2022

Spire National Honor Society of the Florida SouthWestern State College - Apr 2022

Dean's List of the Issued by Florida SouthWestern State College - Feb 2021- Jul 2022

## ORGANIZATIONS & VOLUNTEERING

---

Women in Investment Management of Southwest Florida

CFA Society Naples

Harry Chapin Food Bank

Techo

Inspira