

Nicole Lis
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EDUCATION

Bachelor of Science in Business – Finance, Minor in Economics **Chicago, IL**
DePaul University, Driehaus College of Business Expected Graduation: 06/2025
• **GPA:** 3.6

EXPERIENCE

Optician **Chicago, IL**
Affinity Optical 10/2022-Current

- Operated optical equipment and conducted pre-examination procedures with patients.
- Developed administrative skills such as meeting with company representatives to discuss new product acquisitions.
- Handled complex insurance claims, coordinating with patients to guarantee timely and accurate resolution.

EDGE Program **Chicago, IL**
DePaul University 09/2021 – 06/2022

- Attended weekly meeting to discuss and execute projects for the Sales and Leadership team.
- Completed worksheets and assignments to develop professional skills.

Optician **Chicago, IL**
Americas Best Contacts and Eyeglasses 09/2020 - 06/2022

- Assisted the doctors with the selling of glasses and contacts, in a retail and medical setting.
- Boosted sales by conferring with customers to evaluate purchase requirements and preferences.

SKILLS, ACTIVITIES & INTERESTS

Languages: Fluent in English & Polish

Technology & Programming:

- Microsoft Office (Word, Excel, PowerPoint, Outlook), Google Suite (Docs, Sheets, Slides, Gmail), Bloomberg Terminal
- Beginner in Python and Java.

Certifications: Bloomberg Market Concepts (BMC).

Competencies: Financial Modeling, Financial Analysis, Risk Management.