Daniel Reyzman

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March 25, 2015

Umbaugh

8365 Keystone Crossing

Suite 300

Indianapolis, IN 46240

I am writing to inquire about the Municipal Bond Disclosure Specialist position that was posted to the Kelley School of Business professional site.

The opportunity with Umbaugh aligns very well with my background, both professionally and academically, and my personal interest. As an undergraduate, I majored in finance and international studies with a minor in economics. To solidify this business understanding I went on to pursue my Juris Doctor/MBA that will be completed in May 2015. My interdisciplinary studies makes me well versed in finance and the law, a necessity when working with government bonds. In law school I was exposed to several relevant courses such as income taxation, securities regulation, and state and local law.

My professional experience has been a healthy balance between legal and business experience. My first legal internship was in a local non-profit working in their tax department. There I helped low income individuals resolve various tax dilemmas. In 2013 I spent my summer in White Plains, NY as a judicial intern. I focused on researching property tax controversies presented to the court, and composing legal memorandums that advised on recommended case outcomes. The judicial internship allowed me to master my research and writing skills. Another organization I interned with was the Richard Lugar Center for Renewable Energy. Here I was able to familiarize myself with the energy industry and the various legal and financial aspects that go along with this sector. Additionally, these experience gave me insight into funding issues that surround large capital investitures that involve semi-public entities. My most recent internship was with the Innovation to Enterprise Central program at Indiana University. The focus of this entrepreneurial internship was to work with a six person team to help the university faculty possibly commercialize their innovations. I led the team that was composed of members from a number of different backgrounds. All these experiences have given me the necessary financial and analytical background you’re looking for.

I look forward to hearing from you, and discussing more why I believe I am a great fit for your organization.

Sincerely,

Daniel Reyzman

***Daniel Reyzman***

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**EDUCATION**

**Kelley School of Business**, **Indiana University,** Indianapolis, IN

*Masters of Business Administration, expected May 2015*

GPA: 3.67/4.00

* Past member of the Student Advisory Board

**Indiana University Robert H. McKinney School of Law,** Indianapolis, IN

*Juris Doctor, expected May 2015*

GPA: 2.95/4.00

**Kelley School of Business, Indiana University,** Indianapolis, IN

*Bachelor of Science in Business, December 2010*

**Major:** Finance and International Studies **Minor:** Economics

GPA: 3.52/4.00

**LANGUAGE:** Russian

**PROFESSIONAL EXPERIENCE**

**Innovation to Enterprise Central - IU,** Indianapolis, IN June 2014 – August 2014

*Business & Legal Lead*

* Working on a team of six, which includes individuals from a variety of backgrounds including education, media arts and science, and the school of informatics, to potentially commercialize two education products developed by IU professors
* Currently the business-legal lead on the project; addressing topics such as business strategy, market segmentation, competitive analysis, and any other general strategic issues
* Gained insight into the process of working with a client and their vision, the faculty member, and then interpreting that into product taking into account a variety of external factors such as market data and potential customer feedback

**Hoosier State Press Association**, Indianapolis, IN January 2014 – March 2014

*Legislative Assistant*

* Assisted the executive director in identifying and tracking pieces of legislation that impacted the organization and its members
* Gained a solid understanding of the legislative process by participating in state house committee hearings and legislative sessions
* Assisted the executive director in drafting proposed amendments to legislative bills
* Worked with house representatives and senators, clearly conveying any concerns of the HSPA, discussing proposed amendments, providing support through testimony on certain legislative bills, or clarifying a legislator’s intent in regards to a proposed legislative bill

**Richard G. Lugar Center for Renewable Energy**, Indianapolis, IN August 2013 – March 2014

*Boiler MACT (Maximum Achievable Control Technology) Project Intern*

* Performed legislative research, particularly in relation to the Boiler MACT regulation and its effect on private companies
* Worked with an engineering student to develop solutions for private organizations in response to the Boiler MACT regulation; accounting for public policy, available technology, and financial impact
* Created a final Boiler MACT project report that could be used by different parties be it a private organization or university faculty building

**Westchester County Court – 9th Judicial District**, White Plains, NY June 2013 – July 2013

*Judicial Intern*

* Researched and prepared legal memoranda with a particular focus on real estate tax issues
* Participated in judge-attorney conferences and court observation
* Worked with two other judicial interns at various times in tackling larger legal research projects

**Neighborhood Christian Legal Clinic**, Indianapolis, IN June 2012 – August 2012

*Legal Tax Intern*

* Researched legislative and common law solutions to clients’ tax disputes
* Participated in educational tax seminars designed to help immigrants become better acquainted to income taxation in the United States

**Law Offices of Jorge Rodriguez**, Noblesville, IN May 2012 – August 2012

*Law Clerk*

* Performed requisite research and memos for various clients
* Took part in court observation and the judicial process

**5/3 Bank**, Indianapolis, IN September 2010 – August 2011

*Customer Service Representative*

* Delivered excellent customer service by helping customers resolve financial and banking issues, and providing them with solutions they could implement
* Mastered communication skills by patiently working with a number of different individuals, and gaining a thorough understanding of the needs of different customers; then matching the banking institution’s products to those needs

**Hilliard Lyons**, Carmel, IN August 2009 – March 2010

*Financial Services Intern*

* Enhanced communication skills by working with a variety of parties through different mediums including cold calling, mailings, and meetings with wholesalers and clients

**Merrill Lynch**, Indianapolis, IN December 2008 – April 2009

*Intern*

* Created stock reports in Excel for financial advisors based on criteria such as ROE, P/E ratio, and EPS
* Did on average 75 to 100 cold calls per day in which I explained to customers how the products Merrill Lynch offered could help them with their wealth management planning