

# Alexandra Prevaj

Detroit, MI

alexandraprevaj@gmail.com | 586.581.1019 | www.linkedin.com/in/alexandra-prevaj

## EDUCATION

Wayne State University, Mike Ilitch School of Business

Bachelor of Science in Business Administration

Major: Finance Minor: Entrepreneurship and Innovation

Honors/Awards: Dean's List Fall 2023-Winter 2025, DECA States Competition Winner

Detroit, MI

May 2027

GPA: 3.93

## EXPERIENCE

Fratarcangeli Wealth Management

Support Analyst Co-op

Bloomfield, MI

Apr 2025 – Present

- Assist in managing the firms **\$4 billion** assets under management through portfolio monitoring and SmartStation data management
- Supported servicing of clients with a minimum net worth of **\$5M**, focusing on complex portfolio and wealth planning strategies
- Prepared **2–3** client-ready reports daily for the COO, streamlining preparation and enabling more effective client presentations

Alexandra Vincent Esthetics

Esthetician

Sterling Heights, MI

Jun 2021 – Present

- Built a loyal clientele with a **4.8/5** satisfaction rating by delivering personalized eyelash extensions and attentive aftercare guidance
- Adapted innovative lash extension methods that reduced appointment times by **40%** while maintaining superior quality standards
- Directed salon marketing efforts and launched seasonal promotions that re-engaged **10%** of inactive clients during off-peak periods

Rita's Italian Ice

Team Treat Member

Sterling Heights, MI

Mar 2025 – Mar 2025

- Delivered friendly, efficient service to **50+** customers per shift by processing orders quickly and ensuring a positive guest experience
- Collaborated with a **3–4** person shift team to handle high-volume rushes, streamline service flow, and reduce customer wait times
- Managed rotation of **12** daily Italian Ice flavors by updating displays and communicating options to customers for smooth ordering

## LEADERSHIP & PROFESSIONAL DEVELOPMENT

Wayne Stock Trade Association

Secretary, Founding Board Member

Detroit, MI

May 2025 – Present

- Rapidly drove growth with the founder of the organization to **150** members in the first month of operations through direct outreach
- Organized **10** student workshops on market education through room scheduling, calendar management, and member communication
- Monitored and supported organizational initiatives, ensuring timely progress on funding, events, and member engagement goals

DECA

Competing Member

Detroit, MI

Sep 2022 – Present

- Designed and presented an integrated business plan on Detroit real estate development in collaboration with 3D printing technology
- Competing in a stock challenge, aiming to maximize returns on a **\$100K** portfolio through research, analyzing trends, and strategies
- Guided high school DECA students in actively strengthening professional presence and public speaking skills ahead of competition

Other Affiliations: Wayne Women in Business and Financial Management Association

## RELEVANT PROJECTS

Independent Business Plan

Competition Finalist

Detroit, MI

Sep 2022 – Apr 2023

- Developed and presented **20-page** fully integrated business plan and a **15-minute** oral presentation at the state & international level
- Designed 3D concrete-printed neighborhoods to address Detroit's homeless population and overall improve life quality
- Formulated, closely researched, and analyzed key business elements such as value proposition, revenue streams, and cost structure

## OTHER SKILLS & INTERESTS

Technical: Intermediate in Microsoft Applications, intermediate Google Applications, Intermediate Adobe

Interests: Dress Making, Technological Advancements, The Color Red, Urban Real Estate Development, and Woodworking