

XUYAN “SARAH” SHI

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EDUCATION

Tulane University, A. B. Freeman School of Business

New Orleans, LA

Master of Finance – Energy Specialization

December 2015

GPA: 3.68

Coursework Included: Energy Trading, Risk Management, Freeman Report, Corporate Finance, Valuation, Investment & Assets Pricing

China Agriculture University, College of Economics and Management

Beijing, China

Bachelor of Economics

June 2014

Major: Finance Double Major: English

Major GPA: 3.72

Coursework Included: Financial Engineering, Future Trade, Security Investment.

Fall 2013

HONORS: Merit Student, Excellent Student Scholarship, Second-class Scholarship

FINANCE EXPERIENCE

China GuangFa Bank Beijing Branch

Beijing, China

Assistant to Client Manager

April 2014- May 2014

- Introduced financial product details to clients and persuaded them to continue buying our bank's products by calling clients whose financial products were about to expire
- “Cold called” potential clients and explained advantages of our bank's credit cards to attract customers to apply for the bank's credit cards
- Analyzed client transaction changes and made a proposal to help the branch perform better

Lianyungang Branch of People's Insurance Company of China

Lianyungang, China

Assistant to Important Clients Department Manager

July 2013- August 2013

- Issued vehicle insurance policies and cargo transportation insurance policies after identifying clients' needs and helped them pick the most suitable insurance
- Accompanied the manager to negotiate business with some companies and visited major clients to maintain good customer relationships
- Collected company materials to assist in making bidding documents, quotations and slides

ADDITIONAL EXPERIENCE

CAU URP Program: Study of How Labor Loss Influences Local Cotton Output

Handan, China

Team leader

June 2012- May 2013

- Led 7 members to Handan for on-site investigation; assigned different tasks to every member
- Interviewed the local Animal Husbandry Bureau, Human Resource Center and other governmental departments
- Gave out 50 questionnaires, collected them and analyzed the data using Eviews
- Collected national data from yearbooks, analyzed the data and created a model, and then checked validity
- Finished a 20 page report together with other team members

Beijing New Oriental Education School- Cool Camp

Beijing, China

Coordinator and Teacher Assistant

Summer 2012; Winter 2012; Summer 2013

- Organized night activities for more than 100 students; assisted teachers with daytime classes
- Communicated with parents and students; resolved conflicts between students

Honor: Backbone Teaching Assistant of the Year in 2012

ACTIVITIES and SKILLS

- Students' Union: Leader of Life Rights Department; Ceremonial Team; Business Design Contest
- Computer Skills: TradeStation; Eviews; Visual Basic; Management Information System; Microsoft Office
- Other Skills: Violin