

Tao Ma
5830, 85th Street, Middle Village, NY 11379
646-334-7984
tma9@fordham.edu

EDUCATION

2013-2014	FORDHAM UNIVERSITY, GRADUATE SCHOOL OF BUSINESS ADMINISTRATION Master of Science, Investor Relations, GPA 3.83 Relevant Courses: Financial Statement Analysis, Principle of Modern Finance, Global Financial Markets, Global Industry Analysis and Strategic Planning and Legal Issues in Business organization.	New York, NY
2009-2013	SHANXI UNIVERSITY OF FINANCE AND ECONOMICS Bachelor of Science, International Economy and Trade Members, Shanxi Youth Union	Taiyuan, China

EXPERIENCE

2011-2013	Sojitz Corporation Manager Assistant, Department of Energy <ul style="list-style-type: none">• Surveyed cargo handling capacity of several main ports in China and analyzed coal reserves of each port.• Introduced foreign investors to invest electric power plants in Shanxi, China• Developed long-term relationships with big energy companies in China• Sold Mongolian and Australian coal to Chinese markets that became backbone business in department	Tokyo, Japan
2010-2011	Shanxi Youth Union & Motosu Youth Union Trainee & Interpreter <ul style="list-style-type: none">• Studied and evaluated many aspects of Japan, including policy of tax, charity, education and legislation• Conducted Chinese culture fairs to attract hundreds of visitors to China• Brought many Japanese leading technologies in agriculture to Shanxi, generated huge economic growth.	Nagoya, Japan
2009-2010	Shanxi Jintai Trading Company Salesman <ul style="list-style-type: none">• Implemented product launches, trade exhibits that delivered merits of foreign product to local customers and improved sales by 20%.• Accurately estimated market value for exotic products, set reasonable prices based on market research and earned \$10,000 in a month	Beijing, China

ADDITIONAL

- CFA Level 1 Candidate
- 2010 Shanghai Expo Volunteer
- Computer Skills: Word, Excel, PowerPoint
- Interests include: bowling, swimming and travel (have been to Japan, Singapore, Dubai, UK and Ireland)
- Fluent in English, Japanese and Chinese