

Caitlin Voorhees

310-956-2618 | chv2115@barnard.edu | New York, NY | www.linkedin.com/in/caitlin-voorhees

EDUCATION

Barnard College, Columbia University

Bachelors of Arts in Economics and Mathematics

New York, NY

Expected May 2027

- **Relevant Coursework:** Financial Economics, Accounting and Finance for Economics, Foundations of Data Science, Calculus-Based Statistics, Intermediate Microeconomics, Intermediate Macroeconomics, Linear Algebra, Calculus I–III
- **Activities:** Columbia Emerging Markets Society, Meade Anderson Philosophy Forum, KC Shakespeare Troupe

El Camino College

Associates for Transfer in Economics

Torrance, CA

August 2023 - June 2024

- **GPA: 4.0**
- **Activities:** Honors Transfer Program, Student Leadership Institute, Campus Food Forward

WORK EXPERIENCE

Incinta Fertility Center

Finance Associate

Torrance, CA

July 2023 – August 2024

- Supported the finance team in preparing financial statements, reconciling accounts, and reviewing key reports during the company's IPO readiness process.
- Assisted with audit preparation, vendor management, and expense tracking, ensuring accuracy and GAAP compliance across financial operations.
- Transitioned the firm to a paperless EMR-based system, improving data integrity and financial reporting efficiency.
- Collaborated with cross-functional and international teams to streamline budgeting, inventory oversight, and executive financial communications.

Dreams of Parenthood Surrogacy Agency

Finance & Operations Coordinator

Torrance, CA

July 2023 – August 2024

- Partnered directly with the CFO to manage client financial accounts, ensuring accurate tracking of payments, reimbursements, and escrow disbursements
- Processed and reconciled invoices and expense reports for 60+ international clients, supporting monthly revenue forecasting and financial reporting.
- Developed and implemented tracking systems to streamline billing workflows and strengthen internal financial controls.
- Coordinated with IVF clinics, insurers, and partner agencies to ensure compliance with financial and contractual obligations.

LEADERSHIP & PROFESSIONAL DEVELOPMENT

Columbia University Emerging Markets Society

VP of Sub-Saharan African Research Division

New York, NY

September 2024 - Present

- Lead a team of analysts researching macroeconomic trends, FDI flows, and capital market developments across Sub-Saharan Africa.
- Produce policy and investment briefings assessing currency risk, infrastructure finance, and sector-specific growth opportunities.
- Coordinate weekly research discussions and analyst training sessions, guiding coverage on commodities, fintech, and energy markets.
- Present findings to senior society members and contribute to published research featured in the Columbia Emerging Markets Review.

Independent Finance & Market Research

Independent Analyst

Los Angeles, CA

March 2025 - May 2025

- Completed the Securities Industry Essentials (SIE) Exam, developing a foundation in capital markets, investment products, and regulatory frameworks.
- Applied quantitative and analytical techniques through an introductory Data Science course, using Python for financial data cleaning, visualization, and basic regression analysis.
- Conducted equity research and valuation analysis on selected public companies as part of exploratory work toward launching a student-managed investment fund.

Peakspan Growth Equity Immersion Program

Growth Equity Fellow

New York, NY

January 2025 - February 2025

- Selected for a competitive growth equity immersion program designed to introduce undergraduates to middle-market investing.
- Gained exposure to valuation techniques, market sizing, and investment diligence processes through analyst-led workshops.
- Researched and analyzed growth-stage companies across SaaS and tech-enabled service industries, identifying key performance metrics and market trends.

SKILLS & INTERESTS

Technical Skills: Proficient in Python, SQL Databases, MS Excel, MS Powerpoint, MS Office 360, MS Access, MS Word

Languages: Fluent in English, Mandarin; Working Proficiency in Spanish

Awards: Dean's List, California Spanish Seal of Bilingual Proficiency

Interests: Ballet, Philosophy, Music, Film, Baking, Theater, Gardening