

James Madison

City, ST Zip

(XXX) 555-5555 • JMU email address

EDUCATION

James Madison University, Harrisonburg, VA

Expected Graduation: May 2020

Bachelor of Business Administration: Finance

Concentration: European Business

Major GPA: X.XX

Cumulative GPA: X.XX

Dean's List: Spring Semesters 2018 and 2019

Study Abroad: **University of Antwerp**, Antwerp, Belgium

Fall Semester 2018

EXPERIENCE

RSM US LLP, Stamford, CT

June 2019 – August 2019

Process & Risk Control Consulting Intern

- Recommended improvements to clients targeted at enhancing efficiency and effectiveness of internal controls
- Assisted in the performance of follow-up work to determine adequacy of corrective actions taken by management to implement audit recommendations and/or to correct Sarbanes-Oxley (SOX) internal control deficiencies
- Traveled to client offices to perform SOX compliance work on-site and gathered testing support
- Collaborated with the Process and Risk Controls team in Miami in order to meet weekly testing goals

Fairfield County Bank, Fairfield, CT

May 2018 – December 2018

Retail Banking Intern

- Collaborated with management and other staff to establish long term client relationships
- Counted and balanced a cash drawer of more than \$15,000 on a daily basis
- Performed an average of 50 to 100 transactions per day with 100% accuracy rate

RSM US LLP, Boston, MA

July 2018

Consulting Pathways Extern

- Worked with over a dozen RSM US LLP employees to explore the responsibilities and daily tasks of Risk Advisory Services and Technology Management Consultants
- Participated with other externs in simulation demonstrating the tasks of an RSM Partner or Principal

Nielsen's Florist, Darien, CT

June 2015 – July 2017

Sales Associate

- Collaborated with a sales team of 10 members to price items, process transactions, create merchandise displays, organize inventory, unload merchandise, and market products to customers

LEADERSHIP AND ACTIVITIES

Valley Scholars, James Madison University

January 2018 – Present

Mentor

- Mentor a group of six middle school students and teach writing skill development, academic planning, organization skills, interpersonal skills, and college preparation skills

Beta Alpha Psi, Eta Delta Chapter, James Madison University

September 2017 – Present

Senior Candidate

- Mentor new members in the areas of professional and career development
- Participate in forty hours community service annually

Fraternity Name

December 2016 – Present

Brother, 2018-2019 Treasurer

- Lead a committee of 15 brothers with the goal of organizing and promoting relationships with other fraternities and sororities at James Madison University
- Manage a quarterly budget of \$10,000 and trace sources and uses of cash

TECHNICAL SKILLS

- Bloomberg Market Concepts (BMC) certified
- 2016 Microsoft Excel Specialist certified, experienced in Microsoft Office