**FIRST MIDDLE LAST**

[JohnDoe@college.edu](mailto:JohnDoe@college.edu) | (410) 555-5555 | Baltimore, MD

Github | LinkedIn | Personal Website

**EDUCATION**

**Columbia Community College**, Columbia, MD  **Anticipated Graduation: June 2023**

*Bachelor of Arts* in **Data Science**, Minor in Business

**Relevant Coursework**: Data Structures and Algorithms, Discreet Math, Object-Oriented Programming, Linear Algebra

**Cumulative GPA**: 3.XX/4.00;| Dean’s List, XXX Scholarship, XXX Fellowship

**RELEVANT SKILLS, TOOLS, AND PROJECTS**

**Technical Skills:** Java (3 years), C++ (1.5years), Python (1 semester), Agile, Canva, Adobe ([see other examples here](https://www.indeed.com/career-advice/resumes-cover-letters/technical-skills))

**School Board Campaign, Tech Support and Web Development Fall 2022**

* Managed all technical components of a city-wide campaign using tools such as Agile, city residents to influence awareness of candidate and increase voter touchpoints
* Singlehandedly launched the official campaign website using JavaScript, HTML, and Squarespace to create a seamless, user-friendly experience for over 300,000 potential voters in Baltimore, securing a primary win with 15% of the vote, out of 8 candidates

**ProjectMusic**, **Object-Oriented Programming, Baltimore University** **Fall 2018**

* Built a mobile app with the Spotify API, using Python, JavaScript, and HTML to create ProjectMusic which allows users to curate a playlist based on personality traits, astrology sign, and other user inputs.
* Launched app with 25 peer users to collect feedback and iterate accordingly. Received an A+

**RELEVANT WORK EXPERIENCE**

**Doe Partners,** Chicago, IL **June 2020-Aug 2020**

*Private Equity Analyst*

* Conducted industry and company research across Food & Beverage Packaging, Digital Printing, and Pharmaceutical Manufacturing verticals to identify and source prospective acquisition targets for managing partners and vice presidents
* Built a comprehensive contact list consisting of 5,000+ contacts of portfolio company executives and compiled an on-demand database of developments within select portfolio companies and prospective investments under assessment

**Stanley and Co,** Chicago, IL **Sept 2019-Dec 2019**

*Private Wealth Management Intern*

* Supported a team of four financial advisors and associates managing approximately $2 billion in assets of ultra-high net worth clients; attended and drafted notes from quarterly reviews, fund update calls, and wholesale pitches
* Constructed asset allocation models and proposals, and benchmarked portfolio performance updates against weekly market index; closely followed the capital market activity, geopolitical trends, proprietary equity research reports, and new investment funds and managers to successfully prospect new clients and financial products for senior bankers

**Big BankX,** Chicago, IL **June 2019-Aug 2019**

*Investment Banking Summer Analyst*

* Researched and compiled a document encompassing trends in M&A of the plastics, packaging, and chemicals industries and co-authored a comprehensive confidential information memorandum (CIM) for bank’s clients entering the market
* Created market research report on the resin, colorants, and compounding vertical and closely analyzed target companies to assist senior bankers and managing directors with the marketing initiative and client sourcing; analyzed the EBITDA multiples and comparable companies to contextualize the financials and performance of the select target companies

**LEADERSHIP**

**Undergraduate Economics Society (UES),** Chicago, IL **Nov 2018–Present**

*President*

* Worked closely with the economics department and corporate partners to spearhead and organize career workshops, networking events, and stock pitch competitions to increase undergraduate engagement in economic and business affairs
* Managed the organization’s event budget and oversaw its accounts through decisive allocation of the funds to enhance the programming experience for undergraduates across every major event in a shrinking budgetary environment