

# KingCudi

Address

phone | email@email.com

## EDUCATION

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### Semi-Target University

*Bachelor of Science in Business Administration*

XX, NY

June, 2015

- **Major GPA:** 3.5 / 4.0 Cumulative: 3.3/4.0
- **Honors:** XX Scholarship Winner, Fraternal Order of Eagles Scholarship Winner
- **Relevant Coursework:** Financial Management, Managerial Accounting, Business Statistics

## WORK & LEADERSHIP EXPERIENCE

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### Local Non-Profit Microfinance Group

*Investment Analyst*

XX, NY

July 2013 – Present

- Administered consultations and relationships with local credit unions, microfinance institutions, and small businesses:
  - Consulting
    - Update outdated and underperforming infrastructure, instruct staff on programs such as Excel, assist in marketing campaigns
  - Lending
    - Direct lending up to \$5,000 along with advice on allocation and repayment to local businesses
  - Entrepreneurship
    - Planned 3 day event to provide creative environment, resources, and advice for local startups

### Office Suite Rental Company

*Client Services Representative*

New York, NY

May 2013 – August 2013

- Co-ordinated engagement with all 200+ existing, new, and prospective clients on both the front and back ends
- Executed administrative work for a variety of small businesses (70+) across a multitude of industries including financial services, legal services, and many more
- Assisted with calculations of invoices, and research for asset management and advisory groups
- Produced due diligence and research on competitors and prospective new clients, which generated an increase in office sales

### Website for School Events/Restaurants/Bar specials

*Creator & CEO*

XX, NY

November 2012-Present

- Created service to promote restaurants, bars, and other events around Semi-target University via web services while simultaneously taking a full schedule of classes and interning 3 days a week
- Achieved tremendous growth in online mediums through student community engagement gaining 200+ daily views, and well over 1,000 social media subscribers
- Established revenue generating professional partnerships with student run and locally owned businesses

## SKILLS, ACTIVITIES & INTERESTS

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**Languages:** Basic Mandarin

**Technical Skills:** Linux, Google Web Services, HTML, 100+ WPM

**Activities:** XX Finance Societ, yXX Management Society, XX Alternative Investing Society

**Interests:** XX Club Lacrosse, XX CrossFit