

## **XXXXXXXX XXXXXXXX**

**Location | Phone | Email | LinkedIn URL | [www.linkedin.com/in/finance](http://www.linkedin.com/in/finance)**

### **Finance & Accounting | Investments | Business Administration | Technology | Human Resources**

*Dedicated business professional with comprehensive skills in finance and risk management.*

A current MBA student who is an innovative thinker with strong finance, investment and business operations acumen with a strong desire to focus on technologies within a human resources department. Passion for developing and executing plans in complex, fast-paced organizations. Highly organized, creative problem solver who excels at completing complicated projects by identifying goals. Awards: **Product Innovation Award for 2013 / Newcomer Personal Finance Award for 2008 (Top 1%)**.

- Extensive Budgeting, Long Term Forecasting
- Asset-Liability Management
- Board of Directors & Regulatory Reporting
- Strategic Financial Analysis
- Cash Flow Analysis, Metrics
- Month End Closings
- Generally Accepted Accounting Principles
- Profitability Analysis, Revenue Enhancement
- Project Management Methodologies
- Team Building & Collaboration
- Cross-Functional Responsibilities
- Staff Training & Development

### **Education**

**University of Notre Dame**, Notre Dame, IN

Master of Business Administration candidate, Corporate Finance & Investments

**May 2020**

- GMAT 720; GPA: 3.75 / Women in Business Scholar / Forte Fellowship

**Nanjing University**, Jiangsu, China

BA in Administration, Information Management and Information System

**June 2006**

- GPA: 4.25 / Outstanding Graduate Award (Top 5%)

### **Work Experience**

Bank of China Co., Ltd. Jiangsu, China

Corporate Finance Department

**Customer Manager of Corporate Finance**

**2014 - 2015**

- Approved \$200M loan to seven companies in one year (50% of the team's total) by analyzing clients' key business ratios, financial risks and industry situations to determine amounts, interest rates and payment methods of loans.
- Maintained existing eight (10% of the team's customers) and expanded ten new clients.
- Realized 50% of the team's target in one year by developing clients' suppliers and customers.

**Product Manager of Corporate Finance**

**2010 - 2013**

- Created new financial product while cooperating with Seoul Branch to grant \$60M. loan, earning \$2.4M profit; resulted in Product Innovation Award for 2013.
- Increased sale of products by 10% in one year; executed promotional marketing campaign.
- Placed \$100M inter-bank deposits from other domestic banks, earning \$1M profit.
- Executed \$300M in currency exchange products earning \$2.7M profit for customers.
- Conducted daily management and performance appraisal for two product managers and 30 customer managers.

### **Volunteer & Organizations**

- Member, Net Impact Club (Wounded Warrior Project- Metrics & Brand Value)
- Finance & Investments Club; Women MBA Club