

Frankie Finance

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Education

Xavier University, Williams College of Business

August 20XX – May 20XX

Bachelor's of Business Administration, Finance with an Entrepreneurship minor

Cincinnati, OH

- G.P.A: 3.XX

Finance Experience

D'Artagnan Capital Fund (Xavier University)

August 20XX – May 20XX

Sector Manager and Analyst of Energy and Utilities

Cincinnati, OH

- Managed a percentage of the University's Endowment money. Starting August 20XX, the fund's portfolio was valued at \$2,492,842. After analyzing results for the fiscal year, the fund recognized a total return of 13.87% or \$401,436. As a result, the fund's portfolio value was \$2,894,279.
- Assisted in manager meetings, which entailed detailed discussions about potential trades.
- Analyzed the market for potential opportunities through a bottom up approach.
- Completed valuations through Discounted Cash Flow and Relative Valuation Models.
- Utilized resources such as Bloomberg and Capital IQ for obtaining information on the company being analyzed.
- Acquired a certification through Bloomberg.
- Managed two analysts for 6 months, which included researching the industry for possible opportunities and delegating companies to be analyzed.

Entrepreneurial Experience

Coffee Business, LLC (*website here*)

November 20XX – Present

Co-Founder

Cincinnati, OH

- Administrate overall quality control and customer satisfaction.
- Compose an executive business plan to thoroughly organize strategic functionalities of the overall business.
- Create and nurture relationships with wholesale customers, and delicate management of their accounts.
- Search out new leads for potential customers, and following-up with those potential customers.
- Communicate with multi-dimensioned food service companies to create strategic partnerships for restaurants.

Another Business, LLC. (*website here*)

June 20XX – August 20XX

Co-Founder

Cincinnati, OH

- Composed an executive business plan to thoroughly organize strategic functionalities of the overall business.
- Monitored the strategic functionalities of the business to ensure that work is completed on time and proven to be successful.
- Met with potential investors to create strategic partnerships who will assist in reaching company goals.
- Assisted in the daily operations of the company and reaching out to investors in hopes of acquiring capital that allows for advancement of the company.

Activities

Xavier University, *Club Baseball Player*

September 20XX – May 20XX

Xavier University, *Xavier Has a Heart Director*

September 20XX – May 20XX

Skills

Bilingual/Translation – Arabic; basic speaking, reading and writing skills.

Strengths include: Entrepreneurship, Strategic Planning, Time Management, Customer Service, Management, Social Media, Team Building, Mentoring, Leadership, Business Development, Social Skills, Social Selling, Group Leadership, Collaborative Working, Organization & Communication.