

YOUR NAME

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<https://www.linkedin.com/in/yourname/>

EDUCATION

University of California, Berkeley

Bachelor of Arts

05/2020

- Major: English
- Minor: Global Studies
- Relevant courses: Introduction to Economics; Psychology and Economics; Financial and Behavioral Economics; Industrial Organization and Public Policy; International Trade

University of Sydney

UC EAP Program

06/2018 -

08/2018

- Took "Global Citizenship" course and worked in a boutique and fast-growing marketing agency learning directly from the CEO - a former Fortune 500 brand strategist

EXPERIENCE

Morgan Stanley

Private Wealth Management Intern

06/2019 -

08/2019

- Complied, analyzed and updated financial data (balance sheets, quarterly reporting information, reallocations, etc.) for advisors and personalized investment research for clients
- Assisted in organizing roadshows and launch activities

Nordstrom

Part-time Sales Associate

11/2018 -

04/2019

- Awarded "star staff" for 2 consecutive quarters by achieving highest bi-weekly and monthly sales targets, amounting to more than \$100 of merchandise per hour
- Improved employee morale by leading morning pep rallies to create an empowering environment that encouraged team building, promotion awareness, and highlight of accomplishments
- Provided coaching during seasonal peaks to develop Sales Associates in assessing customer needs and fitting with customized solutions

The Daily Californian

Account Executive

08/2018 -

05/2019

- Manage sales contracts and maintain key relationships with important local advertising clients
- Consult with clients and address marketing needs in order to drive mutual beneficial deals

UC Berkeley Residential Student Service Programs

Residential Assistant

08/2017 -

05/2018

- Ensured safety of residents by acting as the first responder to emergency situations, including mental health issues and alcohol/drug abuse
- Served 10-15 hours duty shifts 1-2 times a week: securing the premises, assisting with lockouts, and enforcing hall policy
- Organized 10 events per semester that explore topics like global consciousness for 1200+ people,
- managed \$700+ budget

TECHNICAL SKILLS & INTERESTES

- Web Development, UNIX, iMovie, Premier Pro
- Film directing, playing and listening to music, travelling, trying new foods