



# FINANCE SAMPLE RESUME

1234 Street Avenue ▪ Salt Lake City, UT 84100 ▪ (801) 555-3333  
emailaddress@utah.edu – linkedin.com/in/yourname

## EDUCATION

---

**University of Utah, David Eccles School of Business**  
*Bachelor of Science, Finance*

Salt Lake City, UT  
May 20XX

### Honors

- 3.84 GPA, Golden Key International Honour Society, Dean's List
- Honors at Entrance Scholarship – maintained all four years due to high academic performance

### Related Coursework

- Honors Valuation – performed valuations, analysis, and made recommendations for acquisition, leveraged buyout, and venture capital investments through group and individual reports
- Financial Management – financial analysis, capital budgeting, capital structure
- Investments – asset pricing, portfolio theory, fixed income securities, derivatives, hedging, risk management

## EXPERIENCE

---

**Student Investment Fund – University of Utah Finance Department**

Salt Lake City, UT

*Portfolio Manager*

*August 20XX – present*

- Chosen as 1 of 16 finance students to manage \$320,000 investment fund that has outperformed the S&P 500
- Analyze stocks by utilizing both technical and fundamental security analysis as well as by examining relevant qualitative factors that may potentially affect future earnings
- Recommend securities for purchase, sale, and retention through written reports and oral presentations

**R.C. Willey**

Salt Lake City, UT

*Sales Associate/Department Lead*

*May 20XX – July 20XX*

- Evaluated product profit margins and implemented employee training program to increase promotion of higher margin products which resulted in a 35% increase in revenue, while raising customer satisfaction
- Dramatically improved customer loyalty score in department from 65% to 97% satisfaction

**Footlocker**

San Francisco, CA & Orem, UT

*Sales Associate*

*May 20XX – April 20XX*

- Directed 3 employees for redesign project of department layout and increased revenue by 15%

**Snowbird Ski Resort**

Park City, UT

*Sales Representative*

*September 20XX – January 20XX*

- Designed marketing literature and organized distribution efforts that led to record season pass sales

## ACTIVITIES

---

**University of Utah Finance Club – Vice President**

*September 20XX – present*

- Collaborated with leadership to create educational and networking opportunities at annual Finance Conference involving 150 students and 20 alumni presenters

**20XX Week on Wall Street**

*May 20XX*

- Selected as 1 of 12 students to participate; networked with alumni and friends of the University of Utah at organizations including Citibank, Disney, Goldman Sachs, and the New York Stock Exchange

**Volunteer Church Representative**

*July 20XX – July 20XX*

- Appointed as Assistant to the President and supervised over 120 missionaries for final 6 months; organized and conducted conferences, facilitated training programs and measured progress/results of organization

## INTERESTS

---

- Competitive golfer with 3 handicap; enjoyed 46 courses throughout North America and Europe