**ALEXA BIZNES**

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**EDUCATION**

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**Loyola University Maryland, Sellinger School of Business,** Baltimore, MD Expected May 20XX

*Bachelor of Science in Finance, International Business Minor*

* **GPA**: 3.73
* **Sellinger Scholars** (Business Honors Program): Selected from competitive pool to participate in honors-level classes and professional development
* **Awards & Honors**: Dean’s List – All Semesters; Business Award – Nominated by faculty as single recipient out of 30 students

**Denmark International School, University of Copenhagen,**Copenhagen, Denmark Aug 20xx – Dec 20xx

*Semester Study Abroad Program*

**WORK EXPERIENCE**

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**Citigroup Global Markets, Inc.,** Boston, MA June 20xx – Aug 20xx

*Wealth Management Intern*

* Developed weekly reports and presentations for directors to enhance client retention and satisfaction
* Collaborated with fellow team of 15 interns to present options for clients to achieve their financial goals
* Promoted client loyalty and a world-class client experience using effective strategies and CRM software

**Morgan Stanley***,* Goshen, NY June 20xx – Aug 20xx

*Financial Intern*

* *(Past-tense Action Verb + Core Content + Result, Purpose, or Impact)*
* *Highlight accomplishments, not just daily responsibilities*
* Provided information on a range of mutual funds through contact with Morningstar’s website and personnel, enabling the financial advisor to evaluate funds
* Created an extensive mail merge targeting Loyola alumni to support company marketing efforts, resulting in 6% increase in participation

**CAMPUS INVOLVEMENT**

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**International Business Club,** *Member* Jan 20xx – Present

* Attend bi-weekly meetings to discuss relevant topics as well as attend networking events to obtain a better understanding of the field and gain career advice

**Loyola Consulting Group,** *Team Lead* Sept 20xx – Present

* Communicate between client and 4 team members to address business challenges and develop solutions
* Attend onboarding, weekly meetings, and speaker events to enhance business acumen and learn industry best practices to most effectively assist local startups and small businesses

**Meals on Wheels,** *Volunteer* Sept 20xx – May 20xx

* Prepared food and served meals for disabled community members that are unable to prepare or access healthy food options

**EBLO *(Education Based Latino Outreach*)***, Volunteer* Jan 20xx – May 20xx

* Tutored 1st graders on their English-speaking skills and homework assignments for 3 hours weekly

**PROJECTS**

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**Red Bull Case Study**, *Strategic Marketing*  November 20xx

* Collaborated with 3 teammates to research Red Bull’s marketing strategies of athlete sponsorship, social media, and events, and analyze brand strengths, weaknesses, opportunities, and threats
* Provided recommendations to combat increasing competition in a saturated market and decrease the stigma surrounding energy drinks

**SKILLS**

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* Languages: Fluent in Danish
* Skills: Introductory knowledge in QuickBooks, SAP, Qualtrics, Tableau, and Microsoft Access
* Certifications: Bloomberg Market Concepts, Microsoft Excel (Microsoft 365 Apps and Office 2019)