

FirstName LastName

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EDUCATION

Bachelor of Arts in Business Administration: Finance

University of Washington Bothell

- GPA: 3.85; Dean's List

Expected June 2019

Bothell, WA

ACADEMIC PROJECTS

Project Management Class

University of Washington Bothell

- Worked at a non-profit in the area, in a group of 4 to find creative solutions to an over-budget meal plan; performed multiple cost-benefit and break-even analyses
- Created a plan that, if implemented, would save the location \$20K or 50% of their budget
- Coordinated schedules for all group members to establish weekly meeting times; connected these with the project sponsor to foster more effective communication

Spring 2018

Bothell, WA

RELEVANT WORK EXPERIENCE

Summer Analyst Intern

Deutsche Bank - Commercial Banking

- Worked with the risk management team to develop strategies for use in emerging markets
- Analyzed Value at Risk foreign fixed assets; concluded further investment was warranted
- Improved Financial Models using MS Excel and VBScript; decreasing task time by 15%
- Analyzed and prepared monthly expense sheets for the general ledger; provided recommendations to senior management that resulted in \$20K of savings

July – August 2018

Berlin, Germany

Aircraft Maintenance Team Leader

United States Air Force

- Led a team of 5 Aircraft Maintenance crewmembers to conduct thorough maintenance requirements during 36 hours of combat operations in Afghanistan
- Managed maintenance schedule and resources for over \$1.5M in assets
- Reduced weekly maintenance time by of 20% and oversaw early promotion for 3 direct reports
- Administered team efforts to increase aircraft flight time by managing team assignments and daily equipment improvements on fixed-wing aircraft
- Conducted weekly professional development training for a team of 5 to create an empowering and innovative work environment

July 2012 – August 2016

Various Duty Stations

LEADERSHIP AND CAMPUS INVOLVEMENT

Vice President

Beta Alpha Psi, University of Washington Bothell

- Created a marketing strategy to increase student membership, resulting in 15 additional members within a 3 month period
- Served as Treasurer for 2 months during absence of elected board member
- Collected dues and prepared reports for national Beta Alpha Psi and Student Activities offices in accordance with chapter charter

May 2017 – Present

Bothell, WA

HONORS AND AWARDS

- Air Force Achievement Medal for Outstanding Achievement
- Armed Forces Expeditionary Medal
- National Defense Service Medal