



# Jesse Martin

Finance Analyst

New York, NY 10010  
jesse.martin@email.com  
(646) 555-9050  
LinkedIn:

Recent finance graduate with internship experience in investment research and portfolio reporting. Proficient in Excel, Power BI, and financial modeling. Eager to apply analytical skills and contribute to data-driven decision-making.

## PROFESSIONAL EXPERIENCE

### Finance Intern

Ramer & Co. Investments | New York, NY | June 2023 - August 2023

- Assisted in evaluating client portfolios and flagged underperforming assets, supporting a 9% quarterly adjustment gain
- Built Excel-based dashboards to monitor stock performance, reducing analyst reporting time by 30%
- Conducted peer research and summarized financial news, enabling investment team to act on early trends

### Student Office Assistant

Baruch College | New York, NY | September 2021 - May 2023

- Maintained student records and helped process financial aid documents with 100% accuracy
- Supported weekly reports using Excel and Google Sheets, streamlining administrative task loads for full-time staff
- Responded to 50+ inquiries per week, improving service speed through improved call tracking logs

## CERTIFICATIONS

Bloomberg Market Concepts (BMC) | 2023

Excel for Investment Banking | 2024

## KEY SKILLS

- Data visualization - Expert
- Excel modeling - Proficient
- Financial research - Competent
- Microsoft Power BI - Competent
- Portfolio analysis - Competent
- Stock trend tracking - Amateur

## EDUCATION

### Bachelor of Business Administration (B.B.A.) in Finance

Baruch College, City University of New York | New York, NY | May 2024