[John Doe]

[(123) 456-7890] [(john.doe@example.com) | [123 West 42" Street, Apt 3F, New York, NY 12345]

WORK EXPERIENCE

[Company Name]

[Investment Banking Analyst], [Consumer Retail]

[City], [State/Country] [June 20##] - [Present]

- [First year investment banking analyst in the Consumer Retail coverage group focusing primarily on M&A and LBO transactions]
- [Ranked top bucket among analyst class and received early promotion to Associate; active member of the firm's ABC University's campus recruiting team and co-authored the firm's official WACC guidelines and Excel template)

Selected [Deal / Transaction / Investment / Project] Experience:

- ISale of Target Name to Acquirer Name for \$2.1 billion: Exclusive sell-side financial advisor to Target Name (Closed July 2020)]
 - [Worked extensively with Target Name CFO to build a full-blown 3-statement standalone operating model with detailed revenue & COGS drivers for over 37 product lines across Americas, Europe and Asia-Pacific]
 - [Built dynamic LBO model with multiple operating and pro forma capital structure scenarios to determine private equity sponsor affordability based on projected IRR and LFCF Yield]
 - [Collaborated with client's lawyers and tax advisors to design tax-efficient repatriation of the company's \$200 million offshore cash balance, which was essential to secure max LBO financing and increased ultimate selling price by 0.5x EBITDA]
 - [Drafted the sales marketing materials, including teaser, management presentation, lender presentation and rating agency
 presentation to educate potential debt investors about the investment merits and stability of LFCF, which helped the
 acquirer secure sufficient debt funding to consummate the sale.]
- (Acquisition of Target Name by Acquirer Name for \$300 million: Buy-side financial advisor to Acquirer Name (Pending))
 - [Collaborated with company management and McKinsey consumer team to develop pro forms five-year operating plan]
 - [Analyzed the acquisition's impact on the acquirer's EPS through an accretion / dilution model incorporating potential synergies and illustrated the pro forma company's financials through contribution analysis]
 - [Performed LBO analysis on a potential 570 million asset sale of a non-core business unit to sponsors post-acquisition close; constructed sensitivity tables showing changes in accretion relative to price, growth rates and EBITDA margins]
 - [Evaluated acquisition's impact on shareholder value based on deleveraging profile, divestitures, & potential share repurchase; analyzed each element's impact to shareholder value from a PV of FSP and DCF basis]
- [Initial Public Offering of Client Name's for \$500 million; Lead-left bookrunner to Client Name (Listed August 2020)]
 - [Created AVP and extensive public comparables analysis to benchmark similar companies' EV/EBITDA and P/E multiples with revenue growth rates, margins and leverage profiles]
 - [Conducted 12+ due diligence calls with company management, customers and suppliers to validate the business model; drafted the company's IPO roadshow presentation, internal commitments committee memo, and S-1 registration]

[Company Name]

(Summer Analyst), [Group Name]

[City], [State/Country] [June 20##] – [August 20##]

- [Investment banking summer analyst in the Leveraged Finance group for a 10-week internship; received full-time return offer]
- [Worked closely with team on 2 LBO financings; supported all stages of the underwriting, syndicate and credit rating processes]

EDUCATION

[University Name]

[Bachelor of Science in Mechanical Engineering, Summa Cum Laude]

[City], [State/Country] [Graduated May 20##]

- Cumulative GPA: [3.9]; SAT: [2400 (M: 800; V: 800; W: 800)] Include other relevant test scores if outside of USA.
- Awards & Honors: [Jane Doe Research Scholar awarded annually to most outstanding student in mechanical engineering], [Congressional Service Gold Medal – completed over 400 hours of volunteering service], [1" Place in M.G. Morgan M&A Case Competition], [2" Place in ABC Stock Pitch Competition]
- Leadership Roles: [President of XYZ Club]; [President of Kabba Zelta Fraternity]; [Vice President of Student Government]

ADDITIONAL

- [Fluent in Spanish], [proficient in Mandarin]; [favorite business books include Margin of Safety and Competitive Strategy]
- [Avid skier having skied across US, Europe and Japan], [PADI-certified scuba diver]; [fan of Game of Thrones and House of Cards]

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distinct for freshers and seniors This guidebook offers a new approach and a well marked path to the construction of an effective r sum in formats hiring managers prefer The opening chapter provides the different formats of resumes for freshers and seniors and explains each one and provides the information you need to ensure that you use the right format for your resume depending on your profile overall work history and the type of job you re seeking **Resumes For Dummies** Laura DeCarlo, 2019-02-22 Polish up that old resume and land your dream job We ve all been there it s time to apply for a job or internship and you have to create or revise your resume Many guestions pop in your head What do employers want What skills should I highlight How do I format this How do I get noticed But resume writing doesn t have to be a daunting task The latest edition of Resumes For Dummies answers all of these questions and more whether you re a resume rookie looking for new tips or want to create that eye catching winning resume In this trusted guide Laura DeCarlo decodes the modern culture of resume writing and offers you insider tips on all the best practices that ll make your skills shine and your resume pop Let s start writing Write effective resumes that will stand out in a crowd Understand Applicant Tracking Systems and how to adapt your resume Keep your resume up with the current culture Position a layoff or other career change and challenge with a positive spin Leverage tips and tricks that give your resume visual power In order to put your best foot forward and stand out in a pile of papers it s important to have an excellent and effective resume and now you can Design Portfolios Mark W. Smith, 2023-03-08 Unique perspective of a seasoned designer and veteran A E industry recruiter regarding what design industry recruiters actually look for in a Design Portfolio Design Portfolios A Recruiter's View provides a student friendly guide written from the perspective of a designer and design industry recruiter on what recruiters look for as they review a design portfolio It shows students how to create a professional quality portfolio that will get them to that all important next step in the recruiting process the interview Using a unique plan of action The Four S s the book presents an organizational mindset focused on the added value of telling your Story revealing your Style proclaiming your Substance and Sharing your uniqueness effectively. In today s competitive market a winning portfolio is much more than a simple accounting of digital skills and volumes of high resolution graphics This book shows students what recruiters really value and how to ensure their portfolios make the right impression Design Portfolios A Recruiter's View explains How to develop a memorable organizational approach around story style substance and sharing and create a winning portfolio Answers to the key questions students ask to fill in gaps in their academic instruction Real examples of resumes cover letters and portfolios that reveal what is needed for success Years of big picture insight gained from actual portfolio reviews during the author s time as a designer and recruiter Aimed at the inexperienced design student rather than the practicing professional Design Portfolios A Recruiter's View is an easy to understand and constructive guide that is incredibly helpful to young designers The Job Hunt Blueprint Amelia L. with project histories that consist only of academic and internship work Kingsley, 2025-11-13 Are you feeling stuck in your job search struggling with uncertainty or finding it hard to stay motivated

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<u>Kick Start Your Career</u> Lee Smith, John van Genderen, 2018-03-30 For new graduates the key challenge remains how to secure that first career related job Full of guidance and tips on how to handle the complex field of job hunting Kick Start

Your Career can help navigate an ever changing job market and secure your chance at your desired career It is a valuable investment in your future It advises the reader on how to stand out in job applications use social media for job searching create resumes and cover letters that stand out succeed at interviews It provides a practical hands on step by step approach With an integrated Personal Plan that helps create key job search documents it directs soon to be graduates towards achieving their career aspirations Accompanying online resources include examples and templates which can be downloaded in Word format to help you prepare resumes and other job search documents This book will help graduates progressively build up job hunting resources skills achievements resume cover letter and interview responses and turn this into a practical outcome a new job It is a key companion to any student or recent graduate exploring the job market Portfolios for Interior Designers Maureen Mitton, 2010-09-03 The complete guide to portfolio development for interior designers It s a widely known fact that interior designers need a strong visual presence in the form of a well crafted professional looking portfolio Surprisingly however many interior designers aren t equipped with the expertise required to organize and unify their work in a fashion that optimally conveys their talents and skills Portfolios for Interior Designers helps demystify the process by quiding the reader toward mastery in assembling a winning portfolio It delivers essential step by step instruction presented in a manner that shows interior designers how to properly and effectively display their designs This book also includes Color and black and white illustrations showing portfolio elements and options Graphic design concepts necessary for portfolio development Specific information for the design of digital portfolios Supplemental teaching resources that direct readers to a companion Web site Useful tips on the ways that popular graphics software applications can be best implemented for certain portfolio elements Samples of cover letters and resumes along with discussion of job search procedures With the aid of real world examples Portfolios for Interior Designers examines how a portfolio can be used as an effective tool for communicating with clients and other professionals A much needed guide this book eliminates the uncertainty surrounding portfolio development so that interior designers can showcase their abilities success fully and land the next job Unleash Your Personal Brand Faroog haque, 2023-07-25 Unleash Your Personal Brand Master the Art of Personal Branding for Academic and Professional Success is your gateway to a world where personal branding reigns supreme This transformative journey will empower you to discover the essence of personal branding and its profound impact on your academic and professional path Learn the essential components of personal branding from crafting your unique brand identity to harnessing the power of storytelling and establishing a strong online presence Unlock the secrets of networking thought leadership and showcasing your skills while building a solid support system along the way Discover the strategies to manage and evolve your personal brand navigate job searches and interviews and leave a lasting reputation and legacy Be inspired by captivating case studies of renowned individuals like Serena Williams Elon Musk Beyonc and more who have leveraged personal branding to achieve extraordinary success Join us on this exhilarating adventure and unlock the full

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