

# Sylvia Zhang

## Finance Analytics Intern

📞 (217) 555-0147

✉️ sylvia.zhang@example.com

🌐 linkedin.com/in/sylviazhang

📍 123 Maple Street, Springfield, IL 62701

### STRENGTHS

- 💡 **Logical Problem-Solving**  
Recognized for analytically solving problems using innovative research methods during internship tasks.
- 👥 **Collaboration Skills**  
Often sought after by peers needing guidance on finance projects. Effective in team workshops.
- ✂️ **Adaptability**  
Quickly adjust priorities based on changing directives from finance leadership, showcasing flexibility.
- ✅ **Detail Orientation**  
Develop keen attention to detail in project reports which consistently earns positive feedback from peers and supervisors.
- 💬 **Strong Communication**  
Ability to convey complex results simply in both written and verbal formats used effectively in presentations.

### SKILLS

Financial Analysis Data Analytics

Microsoft Excel

Presentation Development

Team Collaboration

Business Valuation

Project Management

Research Skills Critical Thinking

Strategic Planning

Interpersonal Skills

Time Management

Public Speaking Problem Solving

Stakeholder Engagement

### SUMMARY

Driven finance student with hands-on internships in data analytics and financial modeling. Experienced in creating detailed reports and impactful presentations for management teams. Proven ability to thrive under pressure while delivering thorough analyses and strategic insights that inform business decisions. Unique blend of teamwork and independent work skills, ensuring a natural alignment with varying organizational needs and projects. Eager to contribute analytical prowess to Global Finance Solutions and support strategic financial performance through thoughtful partnerships and impactful project involvement.

### EDUCATION

#### Bachelor's Degree in Finance

University of Illinois 🎓 GPA: 3.8 📅 2026 📍 Springfield, IL

**Coursework:** *Financial Analysis, Data Analytics, Business Valuation, Excel Reporting*

### TECHNICAL SKILLS

- **Data Analytics Tools:** Tableau, Power BI, SQL
- **Office Suite:** Microsoft Word, Microsoft PowerPoint
- **Statistical Software:** SPSS, R
- **Programming Languages:** Python, VBA
- **Cloud Computing:** Google Cloud, AWS
- **Project Management Tools:** Asana, Trello
- **Presentation Tools:** Canva, Prezi
- **Database Management:** MySQL, Oracle
- **Financial Modeling:** Excel, Google Sheets
- **Client Relationship Management:** Salesforce, HubSpot

### EXPERIENCE

#### Finance Intern

Dynamic Financial Services 📅 June 2025 - Present 📍 Chicago, IL

Contributed to advanced data analytics projects and supported effective business valuation models. Engaged closely with cross-functional teams to prepare executive presentations based on analytic findings.

- Collaborated with finance teams for in-depth data analysis.
- Assisted in preparing insightful presentations for upper management.
- Utilized Microsoft Excel to create comprehensive reports of financial data.
- Participated in cross-departmental projects requiring strong communication.

#### Finance Intern

Innovative Analytics Group 📅 January 2025 - May 2025 📍 Peoria, IL

Provided strategic data analysis support within the finance department. Contributed to team discussions on optimization of financial presentations and reporting processes.

- Supported with interpreting complex datasets.
- Created reports summarizing essential data trends and insights.
- Developed presentations for stakeholder meetings.
- Engaged in multiple ad-hoc projects to bolster financial strategies.

### LEADERSHIP & AWARDS

- Recipient of the Dean's List Award for Academic Excellence, Fall 2024.
- Honored as Best Intern at Dynamic Financial Services for outstanding contributions, Summer 2026.

## LANGUAGES

---

English Native

Mandarin Proficient

## MY CAREER

---



- Finance Intern at Dynamic Financial Services (1 Years)
- Finance Intern at Innovative Analytics Group (4 Months)

## CERTIFICATIONS

---

- Microsoft Office Specialist (Excel) 📅 2025
- Introduction to Data Analysis 📅 2025

## PROFESSIONAL AFFILIATIONS

---

- Active Member of the Finance Society at the University of Illinois.
- Volunteer tutor for Finance students, providing academic assistance.

## ADDITIONAL INFORMATION

---

**Work Status** : Authorized to work in United States. No sponsorship required.

## REFERENCES

---

AVAILABLE ON REQUEST