



Adalyn Long

Finance Intern, FP&A Support

📞 (612) 555-7314 ✉️ adalyn.long@example.com

🌐 linkedin.com/example/adalynlong 📍 Minneapolis, MN 55403

STRENGTHS

- ♥️ **Financial analysis**
Built academic models from source data, then explained assumptions clearly. Reviewers gained confidence in each conclusion.
- 📅 **Forecasting judgment**
Compared rolling forecasts with expected results and paused on unclear inputs. That habit kept discussion focused.
- 🔍 **Research discipline**
Tracked inquiry sources and documented findings for later review. Teammates found answers faster during project work.
- 📌 **Clear presentation**
Turned budget and variance findings into concise slides. Questions became easier to answer after each review.
- 👥 **Collaborative learning**
Coordinated peer workshops and accepted feedback openly. Shared revisions helped student teams move forward together.

SKILLS

FP&A Support Financial analysis

Monthly reporting

Quarterly forecasting

Annual budgeting

Management reports

Variance analysis Inquiry research

Treasury concepts Credit concepts

Excel modeling Business research

Data review Presentation skills

Written communication

SUMMARY

Finance student pursuing a Bachelor of Science in Finance at **University of Minnesota Twin Cities**, with supervised academic work supporting financial planning and analysis, **monthly reporting**, forecasting, budgeting, variance review, Treasury concepts, Credit concepts, **inquiry research**, and management presentations. Academic projects from 2024 through 2026 involved Excel models, source data review, structured documentation, **financial analysis**, and clear communication of assumptions. Experience includes responding to questions, coordinating student team work, revising analysis after feedback, and presenting conclusions for review. Curiosity and practical judgment guide each project. Ready to contribute dependable analysis, organized reporting, and thoughtful research within a seasonal hybrid finance internship supporting FP&A, Treasury, Credit, and related functions.

EDUCATION

Bachelor of Science in Finance

University of Minnesota Twin Cities 🎓 GPA: 0 📅 2027 📍 Minneapolis, MN

***Coursework:** Financial analysis, corporate finance, forecasting, budgeting, accounting*

TECHNICAL SKILLS

- **Spreadsheet Analysis:** Microsoft Excel, formulas, financial models
- **FP&A Reporting:** Monthly reporting, management reports, variance analysis
- **Forecasting Methods:** Quarterly forecasting, rolling forecasts, scenario analysis
- **Budgeting Methods:** Annual budgeting, budget assumptions, budget reviews
- **Financial Analysis:** Trend analysis, variance review, financial conclusions
- **Treasury Topics:** Cash planning, liquidity review, Treasury research
- **Credit Topics:** Credit concepts, inquiry review, source documentation
- **Research Tools:** Structured research, source validation, inquiry research
- **Presentation Tools:** Microsoft PowerPoint, management presentations, presentation slides
- **Documentation Tools:** Written documentation, research notes, review records
- **Data Quality Review:** Source data checks, calculation checks, validation practices
- **Business Communication:** Team communication, stakeholder questions, concise explanations

EXPERIENCE

Student Financial Analysis Project

University Project 📅 September 2025 - Present 📍 Minneapolis, MN

Supported a supervised finance project focused on **FP&A** analysis, reporting quality, research documentation, and review readiness. Organized work across student contributors and translated source information into clear findings for academic stakeholders.

- Built **Excel** schedules for **monthly reporting** and reviewed assumptions with project mentors.
- Prepared forecast comparisons that clarified trends, variances, and follow up research needs.
- Documented **Treasury** and **Credit concepts** for structured inquiry research and team review.
- Validated source data before **management reporting**, reducing confusion during project discussions.
- Presented findings and tradeoffs through concise slides and organized written documentation.
- Revised analysis after feedback, improving clarity, consistency, and readiness for final review.

FP&A Capstone Analyst

Capstone Project 📅 January 2025 - May 2025 📍 Minneapolis, MN

LANGUAGES



MY CAREER



- Student Financial Analysis Project at University Project (1 Years)
- FP&A Capstone Analyst at Capstone Project (4 Months)
- Finance Research Assistant Project at Academic Research (3 Months)

Completed a supervised FP&A capstone involving **annual budget modeling**, rolling forecasts, **variance analysis**, management reporting, and presentation of recommendations. Connected quantitative analysis with concise explanations for academic decision makers.

- Modeled annual budget assumptions in Excel and explained changes during review meetings.
- Created rolling forecast views that helped teammates compare expected and actual results.
- Investigated reporting inquiries through source checks, notes, and documented conclusions.
- Analyzed budget variances and highlighted assumptions requiring further discussion with project mentors.
- Prepared management report slides that connected financial findings with practical **business** questions.
- Delivered a **capstone presentation** and responded clearly to questions about model inputs.

Finance Research Assistant Project

Academic Research 📅 September 2024 - December 2024 📍 Minneapolis, MN

Performed supervised finance research covering reporting practices, forecasting inputs, Treasury topics, Credit concepts, and business inquiry methods. Organized evidence, maintained clear records, and shared findings with an academic project team.

- Collected financial source information and organized references for repeatable research review.
- Compared forecasting methods and summarized practical differences for classmates and faculty mentors.
- Researched **Treasury** and **Credit concepts** using structured notes and credible source material.
- Checked calculations and documentation before sharing findings with the project team.
- Answered research questions with concise explanations supported by documented evidence.
- Improved reusable research templates, making later analysis easier for student teammates.

PROJECTS

Management Reporting Model 📅 2026

Created an Excel based management reporting model with monthly views, variance notes, and presentation ready conclusions. Clear documentation helped reviewers follow assumptions and question results.

Rolling Forecast and Budget Study 📅 2025

Built a supervised rolling forecast and annual budget study using structured assumptions, scenario comparisons, and concise recommendations. Practice strengthened confidence in explaining financial changes.

Treasury and Credit Research Brief 📅 2024

Prepared a research brief covering Treasury and Credit concepts, inquiry research, source validation, and presentation of findings. Careful notes supported productive academic discussion.

LEADERSHIP & AWARDS

- Dean's List, Fall 2025
- Academic Project Recognition, 2026
- Student Peer Workshop Coordinator, 2025 to 2026

CERTIFICATIONS

- Financial Analysis Training 📅 2026
- Excel Financial Modeling Training 📅 2026

PROFESSIONAL AFFILIATIONS

- Campus mentoring volunteer, 2026
- Finance student project team, University of Minnesota Twin Cities
- Student peer workshop community, 2025 to 2026

ADDITIONAL INFORMATION

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

REFERENCES

AVAILABLE ON REQUEST