

# Thomas Miccali

## FINANCIAL SERVICES

1234 5<sup>th</sup> Ave ▪ New York, NY 10010

(212) 123-4567

✉ ThomasMiccali@aol.com

**Diligent and assertive *Marine Corp Veteran* and *Hofstra Graduate*** with a *Bachelor's Degree in Finance* and completed coursework in: finance, economics and business and a sincere interest in the financial markets.

**Strong leader and mentor** who others refer to for: guidance, strength and encouragement in overwhelming, uncertain situations. Articulate communicator and concise presenter.

**Demonstrated expertise includes:** performing in collaborative team environments, leadership and astute crisis dilemma solving skills with adaptability to rapid changes in fast paced, high pressured surroundings.

### VALUE ADDED

**Leadership/Mentoring ▪ Problem Diagnosis/Resolution ▪ Quality Control ▪ Variance Analysis ▪ Client Services Relationship Development/Management ▪ Sales ▪ Special Event Coordination ▪ Subordinate Evaluations Bloomberg ▪ Microsoft Office ▪ Word ▪ \*Excel ▪ PowerPoint ▪ Outlook**

### EDUCATION

**New York University ▪ Stern School of Business – New York, NY**

**Bachelor of Business Administration ▪ Finance ▪ 2011**

*\*Dean's List ▪ 2010/2011*

**C. W. Post – Brookville, NY**

**Associates Degree ▪ Criminal Justice ▪ 2009**

### MILITARY

**United States Marine Corp Reserve ▪ 1<sup>st</sup> Battalion ▪ 23<sup>rd</sup> Marine Regiment ▪ Corporal ▪ 06/2001- 08/2007**

*\*Recipient of three promotions: Private → Private 1<sup>st</sup> Class → Lance Corporal → Corporal*

### DUTIES ▪ FUNCTIONS & RESPONSIBILITIES

- Classified Information Correspondent
- Combat Action Veteran
- Cross Trained with Diverse Units
- Equipment Troubleshooter
- Evaluated Subordinates
- Military Occupation – Field Radio Operator
- Safeguarded Sensitive/Top Secret Equipment
- Secret Level Security Clearance
- Squad Leader
- Supervised Eight Junior Marines

*\*Meritorious Promotion to Corporal*

*\*Certificate of Commendation ▪ Superior Performance of Duty as Field Communication Operator*

*\*Meritorious Mast Award ▪ Field Communication Operator as Tactical Air Control Party Member*

### PROFESSIONAL EXPERIENCE

**Major Financial Institution – New York, NY**

**Intern to Financial Planner**

02/2011 – 06/2011

- Unpaid internship working with Senior Financial Planner with \$110 million assets under management.
- Evaluated/analyzed information, trends/performance utilizing Excel, and PowerPoint for presentations.
- Attended client and internal meetings, scheduled consultations and reviewed financial and economic news as it related to the markets and its impact on investments.
- Interacted and communicated with mutual fund portfolio managers for new investment opportunities.

**Mangia Al Fresco – New York, NY**

**Server**

09/2007 – 12/2010

- Consistently ranked as a top server incorporating excellent customer service and communication skills.

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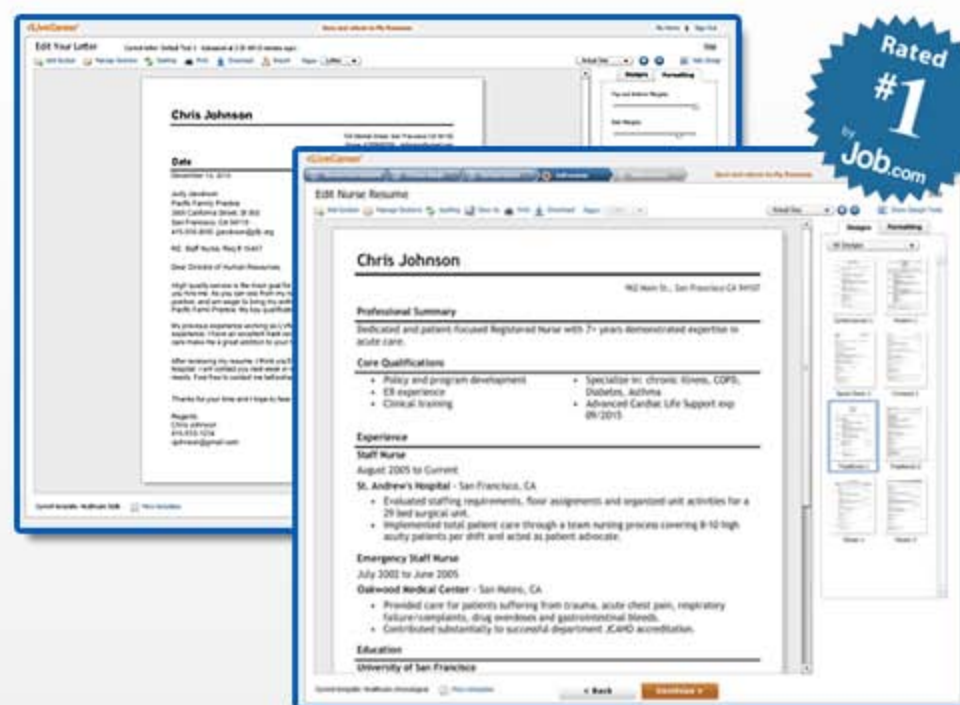
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"This resume tool is so much better than templates - just upload or enter your resume content and you get your choice of designs. It's magical! Anyone can benefit from this tool: from students to executives!" - Belinda Yanda

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