

**Resume For Internship No Experience**

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#### **OBJECTIVE**

Motivated and eager-to-learn Finance student seeking an internship position at XYZ Financial Inc. to gain hands-on experience, contribute to team projects, and develop industry-related skills. I aim to apply my academic knowledge, strong work ethic, and enthusiasm to grow in a professional environment.

#### **EDUCATION**

**State University** – Springfield, IL
Bachelor of Finance | Expected Graduation: May 2025

* Relevant coursework: Introduction to Corporate Finance, Microeconomics, Statistical Analysis
* GPA: 3.5

#### **SKILLS**

* **Technical Skills:** Proficient in Microsoft Office Suite, basic knowledge of SQL
* **Communication Skills:** Strong written and verbal communication
* **Teamwork & Collaboration:** Ability to work in group settings and contribute effectively
* **Problem-solving Skills:** Analytical thinking and a proactive approach to challenges
* **Adaptability:** Quick to learn and adapt to new environments and tasks

#### **PROJECTS / ACADEMIC ACHIEVEMENTS**

**Market Analysis Project** – Introduction to Corporate Finance
March 2024

* Researched and analyzed market trends for a case study project, collaborating with a team of four to present findings that resulted in a top grade.

**Volunteer Tax Preparer** – VITA Program

* Assisted low-income families with tax preparation, gaining firsthand experience in tax software and client communication.

#### **EXTRACURRICULAR ACTIVITIES**

**Finance Club** – Member
September 2023 – Present

* Participated in weekly meetings to discuss current financial markets and developed a monthly newsletter focusing on market trends.

**University Soccer Team**

* Demonstrated teamwork and strategic thinking while competing in collegiate level soccer matches.

#### **VOLUNTEER EXPERIENCE**

**Springfield Community Center** – Volunteer
June 2023 – Present

* Volunteered at the community center, organizing events and workshops for local youth, enhancing organizational and communication skills.

#### **CERTIFICATIONS (optional)**

* Certified Microsoft Office Specialist – May 2024

#### **INTERESTS (optional)**

* Amateur photography, coding in Python, blogging about financial literacy