

Caroline Peters

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EDUCATION

University of Oklahoma, Norman, Oklahoma
B.B.A. in Finance and International Business (Double Major)
Graduation Date: December 20XX Overall GPA: 3.71

RELEVANT EXPERIENCE

CB Richard Ellis, London, England

Intern, EMEA Tenant Representation, June 20XX - July 20XX

- Worked with EMEA Tenant Representation Team to build cross-border business
- Researched, compiled, and formatted reports both for clients and to support pitches

Study Abroad Course in Chennai, India

Course Title: Operating in a Global Environment, January 20XX

- Visited companies and traveled around India for cross-cultural experience and immersion
- Recruited by OU for a graduate level course at Loyola College, Chennai, India

Student Investment Fund, University of Oklahoma, Fall 20XX

- Managed a stock portfolio valued in excess of \$120,000
- Worked with a team of 4 students to review and analyze stocks prior to purchasing
- Utilized concepts of Value Investing for analyzing and selecting stocks
- Realized a portfolio gain over 11% during the semester

LEADERSHIP EXPERIENCE

University Investing at the University of Oklahoma

Executive Member Emeritus, Co-founder, September 20XX - October 20XX

- Created first club at OU solely devoted to discussing securities and investment strategies in today's economic climate
- Collaborate with team to plan meetings and secure speakers

JCPenney Leadership Program Student Advisory Board

Chair, August 20XX - present

- Work with Director to ensure Student Advisory Board (SAB) achieves yearly goals
- Facilitate SAB meetings and delegate responsibilities to both SAB and Associates as necessary

HONORS & ACTIVITIES

- OU Scholar
- JCPenney Leadership Program
- Alpha Lambda Delta Honor Society
- National Society of Collegiate Scholars
- Greek Social Sorority Standards Committee and Recruitment Team

WORK EXPERIENCE

RiskMetrics Group, Norman, OK

Intern, September 20XX - present

Neiman Marcus, Dallas, TX

Executive Assistant to General Manager, June 20XX - August 20XX