

BENJAMIN HUNT

The College of New Jersey, 123 Stock Hall, PO Box 7718, Ewing, NJ 08628, (609) 555-5555
555 Asbury Lane, Somertown, NJ, business@tcnj.edu

OBJECTIVE

Seeking a position using finance, leadership and technical skills.

SUMMARY OF QUALIFICATIONS

- Recent business graduate with experience in budgeting and compliance
- High achiever with a proven record of achievement in business and education
- Superior communicator emphasizing relationship development

EDUCATION

BS in Finance, Minor in Economics, The College of New Jersey, Ewing, NJ, 5/10
Cumulative GPA 3.5/4.0; Dean's list, NJ Outstanding Scholar Award, TCNJ Merit Scholar

FINANCE EXPERIENCE

Finance Intern, Ortho Biotech (J&J), Health Care Compliance, Bridgewater, NJ, 6-12/09

- Provided financial reporting and tracking of \$16,000,000 divisional budget
- Co-determined appropriate distribution of funds
- Assisted in collecting monthly journal entries in accordance with Sarbanes-Oxley
- Performed specialized travel & entertainment expense report audits; cited exceptions
- Received Horizon Award for successful implementation of journal entry scanning
- Achieved Peer Award for collaborating with interns to organize US Troops Fundraiser

LEADERSHIP & COMPETITION EXPERIENCE

Community Advisor, Residential Education & Housing, TCNJ, Ewing, NJ, 8/03– 5/09

- Facilitated a cohesive community environment for 55 residents
- Coordinated social, educational & cultural programs; increased participation by 20%
- Developed and presented training program, "How to Successfully Market Events"
- One of 30 individuals selected from a competitive pool of 120 student leaders
- Completed comprehensive training in team building, diversity and crisis management

Member, Residence Hall Association, TCNJ, Ewing, NJ, 9/08 – Present

Committee Member, Phi Beta Lambda, TCNJ, Ewing, NJ, 10/07 – Present

- Presented a session on the federal reserve at the National Conference in Orlando, FL

EXPERIENCE

Waiter, Olga's Diner, Medford, NJ, 6/07 – Present

Warehouse Assistant, Frankentek, Inc., Medford, NJ, 5/06-8/06

COMMUNITY SERVICE ACTIVITIES

New Jersey Lions Recycling Center

Special Olympics New Jersey

CERTIFICATIONS AND SKILLS

Bloomberg Certified, Equities & Fixed Income, Fall 2009

Proficient at SAP and Excel