

MAKSIM S. YELKIN

110-04 COLONIAL AVENUE, FOREST HILLS, NEW YORK, 11375,
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SKILLS:

FINANCE

- Reporting and Analysis
- Data input, processing, and output
- Ability to reach financial targets
- Risk assessment

PROFESSIONAL

- Goal-oriented
- Effective team leader and player
- Ability to perform numerous ad-hoc requests and special projects

PERSONAL

- Problem-solving abilities
- Trilingual: English, Russian, and Spanish
- Collaborative
- Will for Personal Excellence
- Analytical Thinker/ Strategic Thinker

EDUCATION

Bachelor of Science in
Business Management &
Administration: Finance,
Touro College,
Received 1/2015
Summa Cum Laude
3.94 GPA

RELATED COURSEWORK

Course/Grade Received
Principles of Finance/A
Corporate Finance/A+
Business Statistics/A+
Principles of
Microeconomics/A+
Principles of
Macroeconomics/A+
Money & Banking/A+
Business Ethics/A
Investment Principles/A
Financial Statement
Analysis/A
International Financial
Markets/A
Portfolio Analysis/A+
Options Trading/A+
Organizational Theory &
Behavior/A+
Business Policy/A

PROFESSIONAL EXPERIENCE

ASSISTANT ACCOUNTANT

CLEARVIEW BP, BROOKLYN, NEW YORK
(NOVEMBER 2013-FEBRUARY 2015)

- Created weekly and monthly reports detailing income and expenses for the period.
- Reviewed the company's bank accounts for irregularities, and recovered the cash flow after noticing profits in a specific field lowered by more than a half.
- Created tables and graphs in Microsoft Excel.
- Used QuickBooks to keep track of all the business transactions.

FULL-TIME MANAGEMENT AND ADMINISTRATION STUDENT
TOURO COLLEGE, NEW YORK CITY, NEW YORK (2011-2015)

- Received the award for Excellence in Finance with a prerequisite of a high GPA and recommendations from finance professors.
- Individually created a detailed business plan for a hypothetical company, including but not limited to planning the entirety of the company's market research, marketing plan, financial plan, and budget plan.
- Compared two corporations in the same field and gave them grades based on financial health.
- Created a virtual stock portfolio, investing in stocks and bonds at the beginning of the semester and at the end selling them (using real market prices) and analyzing their profits and losses.

OTHER WORK EXPERIENCE INCLUDES SALES ASSOCIATE AT SEARS (2012)
AND A TEAM MEMBER AT TOYS R US (2011)