

Emily Kenning

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EDUCATION

BRIGHAM YOUNG UNIVERSITY-IDAHO; Rexburg, Idaho; Graduation December 2007

- Bachelor of Science in Business Management; Emphasis in Financial Management; GPA 3.4
- Advanced Excel Models Created: P&L Day Trading, Advanced Portfolio Management, Asset Allocation, Mutual Fund, Efficient Frontier, Pro Forma Financial, Structured Finance Model
- Coursework: Investments, Financial Management, Banking Law, Accounting, Statistics, International Economics, Public Speaking
- Bloomberg Certified
- Established start up business with classmates and generated \$1400 in revenue
- Computer Proficiency: Excel, SPSS, Word, PowerPoint, AS400

PROFESSIONAL EXPERIENCE

ZIONS BANK

Salt Lake City, Utah

Summer Intern, Business Resource Center

May-07/ Sept-07

- Won Intern Contest by submitting a plan to improve the Business Resource Centers Operations
- Revised a 240 client database to measure the Business Resource Center's performance
- Advised entrepreneurs on how to write business plans and conduct market research
- Created framework and guidelines to streamline Zions Bank Scholarship Fund

THE CITY OF VISALIA

Visalia, California

Winter intern, Purchasing and Finance Department

Jan-07/Apr-07

- Conducted internal payroll audit to eliminate all discrepancies of Waste Department
- Developed city wide survey for improving city services for 30,000 people
- Assisted investment analyst with monthly report for upper level management meetings
- Prepared power point presentations for Financial Analyst meetings

IMAGINE U CHILDREN'S MUSEUM

Visalia, California

New Exhibit Coordinator – Volunteer

Jan-07/Apr-07

- Designed new membership card for 300 clients
- Developed exhibit proposals for museum
- Created exhibit identification displays to make exhibits easier for children to learn

BRIGHAM YOUNG UNIVERSITY – Idaho

Rexburg, Idaho

Office Assistant, Admissions and Scholarships

Jun-06/Dec-06

- Relied upon to write scholarship summaries continually
- Guided students and parents through scholarship application process
- Improved layout and content of the BYU-Idaho scholarship website

ACCOMPLISHMENTS/ INTERESTS

- Team Captain of intramural softball team
- Secretary of Investment Banking Club
- Paid for my education
- Completed Salt Lake City Marathon
- Intramural Cross Country team, BYU-IDAHO, Fall 2006
- Zions Bank Paint-a-thon: Volunteered to paint a home for an elderly couple