

Adam J. Smith

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OBJECTIVE

An analyst position in the investment banking industry focusing on risk management.

SUMMARY

Dynamic, results-oriented finance professional with experience providing innovative leadership in the areas of asset management and sales production. Demonstrated ability to conduct effective presentations and training. Fluent in Spanish. Hold Series 7, 63, and 52 licenses. Pursuing MBA with concentration in finance.

EXPERIENCE

BANK OF AMERICA, SECURITIES DIVISION

Senior Investment Consultant / Team Leader, *May 2013 - Present* May 2009 - Present

Manage sales production of three branches in the New York area, including responsibility for investment activity and compliance issues.

- Lead 10-member investment team that successfully increased sales production by 35% in 2012.
- Train bank personnel in sales techniques, product knowledge, and customer service.
- Develop incentive plans to motivate branch personnel.

Investment Consultant / Registered Representative, *May 2009 - May 2013*

Managed \$42 million in assets; responsible for daily audit of branch transactions.

- Successfully built portfolios utilizing principals of asset allocation and risk management.
- Delivered successful investment seminars on financial topics.
- Ranked #1 in ability to reach goals among 275 employees in the one-year training program.

MERRILL LYNCH

Princeton, NJ

Administrative Assistant

June 2007 - May 2009

Functioned as liaison between executives and clients' top management, outside legal counsel, and regulatory agencies.

- Coordinated coverage of more than 100 Fortune 500 corporations.

EDUCATION & TRAINING

RUTGERS UNIVERSITY, SCHOOL OF BUSINESS

Camden, NJ

Master of Business Administration

May 2016

Concentration: Finance

Cumulative GPA: 3.80 Finance GPA: 3.90 (9 courses)

NEW YORK UNIVERSITY

New York, NY

Bachelor of Science, cum laude

May 2007

Major: General Business Minor: Finance

AFFILIATIONS

Toastmasters International Business Society, Member; Rutgers Investors Group, Member