

EDUCATION

W. P. Carey School of Business, Arizona State University, Tempe, AZ 2019
Master of Business Administration, Finance
Forté Fellow (full tuition scholarship)

University of San Francisco, San Francisco, CA 2011
Bachelor of Science in Environmental Science, *summa cum laude*
Studied abroad in Sydney, Australia
Academic Excellence Award; Davies Scholar, *Envisioning a Post-Carbon City: Creative Strategies for Climate Change*

PROFESSIONAL QUALIFICATIONS

- Pricing Strategy
- Database Management: Salesforce
- Cross-Functional Collaboration
- Financial Forecasting
- Relationship Management
- Cross-Cultural Communication
- Strategic Planning
- Research, Writing & Editing
- Fluent in Spanish

PROFESSIONAL EXPERIENCE

G&B Importers, LLC, Beltsville, MD 2018
Finance & Strategy Intern

- Created a 3-year pro forma income statement as basis for a debt repayment schedule and draft strategic plan.
- Built excel models to determine the optimal pricing of 170 products sold through 5 primary channels.
- Developed a supplier evaluation scorecard and led a baseline evaluation session of 9 existing suppliers.

EarthRights International, Washington, DC 2015-2017
Development & Finance Associate

- Managed a docket of 40 grants to sustain funding for a growing organizational budget (\$3.7 million in 2017); secured \$315,000 from 4 new grants and increased existing docket by \$80,000 through proposal submissions.
- Coordinated with staff in DC, Thailand, Myanmar, and Peru to draft grant reports and proposals.
- Refined brand-new Salesforce database to streamline methods of storing prospect research, processing donations and grants, tracking fundraising activities, and forecasting revenue for annual strategic planning and budget analysis.
- Collaborated with Finance Director to process accounts receivables and payables; enhanced internal procedures for retaining and compiling receipts for staff credit card reports, which improved compliance with audit requirements.
- Maintained non-profit registration status in 7 states to ensure compliance with charitable solicitation laws.
- Created training manuals to define protocols for data entry and maintenance, grants tracking, proposal and report writing, fundraising appeal preparation, and general office management; helped on-board an all new team in 2017.

Colegio Inglés, Montevideo, Uruguay 2014
Floating Teacher

- Trained small groups of 2-5 students in test-taking techniques for Cambridge English exams.
- Substituted for English classes and prepared written and oral English practice materials.
- Coordinated event logistics for on-campus testing of Cambridge English exams.

Spain's Ministry of Education, Madrid, Spain 2012-2013
English Teaching Fellow

- Taught English conversation classes and cultural lessons at a bilingual primary school.
- Conducted mid-term and final oral assessments for the first and second grade classes.

PROFESSIONAL DEVELOPMENT

- MBA Student Investment Management Fund; ESG Student Investment Management Fund 2018
- Vice President, Net Impact; Vice President, Graduate Finance Association 2018
- Cisco Circular Economy Challenge, 2nd Place Winner 2017