



## Curriculum Vitae of Prénom Nom

XXX Avenue  
London, EC2 XXX  
Tel: 020 XXXX XXXX  
[xxx@xxx.co.uk](mailto:xxx@xxx.co.uk)

### Education

University  
Oct - Dec 2004

University of XXX, UK  
MSc in XXX

University  
Oct 2002 - Sept 2003

Université de XXX, France  
Licence de XXX, Grade: XXX

### Professional Designation

Association of XXX  
Have reached level XXX (or Paper XXX)

### Computer knowledge

Advanced excel (with VBA), PowerPoint and basic C++  
Data sources: Bloomberg and Datastream

### Language

Fluent English  
Native French  
Working knowledge of [3e langue]

### Experience

Since Nov 2005

#### **Titre du rôle: nom de l'entreprise**

#### **Nom du département – London, England**

- **Business:** Assigns ratings to debt instruments
- **Project:** Co-authored report of XXX. Analysed technical due diligence documents.

Jun – Oct 2005

#### **Intern: Bank of XXX**

#### **Operations division – London, England**

- **Business:** Provides financing to in Central Asia.
- **Tasks:** Automating tasks using VBA. Reconciliation of Futures, FX, Bonds and options. Point of contact for French Banks.

May – Aug 2002

#### **Summer Analyst: Export Development Bank of XXX**

#### **Private Equity division – Madrid, Spain**

- **Business:** Provides private equity for firms involved in renewable energy automation sector.
- **Project:** (i) €5 million debt restructuring report. (ii) Participation in the screening of business plans.
- **Tasks:** Assessment of client's historical profitability and commercial environment. Scenarios and cash flow forecasts needed to decide on terms and tenure of the refinancing package. Liaison with industry analysts. Market research on XXX technologies.



Jul 2000 – Apr 2002

**Financial Assistant: XXX Consultancy  
Part-time – Montreal, Quebec, Canada**

- **Business:** Assessment of funding applications made by private sector businesses in emerging markets on behalf of the Inter-American Development Bank.
- **Projects:** Assessment of export or domestic expansion loan applications.
  - a) **Hierbas Inc:** Costa Rican medicinal herbs exporter
  - b) **Pantalones Inc:** Peruvian clothing manufacturer.
- **Tasks:** Assessment of business plans: feasibility of proposals and viability of existing operations. Sourcing and presentation of financial data. Translation of business plans. Briefing collaborating agencies on applicant's financial performance and on assumptions underlying projections.

**Scholarships**

**Institut of XXX 2003**

Value: € 1,000

**Gap year**

Oct 2003 to Aug 2004 - Travelled in Mexico.

**Leisure**

Learning languages, reading, gym-training

**Referees**

**University of XXX**

**Department of xxx**

Professor XXX xxx

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EC2 XXX, United Kingdom

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