

Patrick B. Burnette

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Education

Miami University - Farmer School of Business, Oxford, OH

Expected Graduation: May 20xx

Bachelor of Science in Business: Major in Finance, Minor in Economics

GPA: 3.37/4.00

- Recipient of four year RedHawk Excellence Scholarship based on academic merit
- President's List for 20xx fall semester and Dean's list for 20xx spring semester

Professional Experience

Hamilton Lane Advisors: Client Services Intern - Philadelphia, PA

Summer 20xx

- Presented 20xx year-end report and strategic outlook of client portfolio to upper management
- Utilized iLEVEL excel add-in features to execute multiple static and performance data reconciliations to ensure accurate reporting for clients
- Participated in four General Partner update, strategy, and prospective partnership meetings while assisting in note taking for summary memos

Incline Equity Partners: Business Development Intern - Pittsburgh, PA

Summer 20xx

- Assisted transaction team with due diligence activities including financial modeling and analysis of financial information
- Evaluated CRM data to address stale, incomplete, and inaccurate information while supporting new CRM initiatives by conducting market research
- Created Excel templates to track internal fee information more accurately and efficiently

iNetworks LLC: Business Plan Analyst - Pittsburgh, PA

Summer 20xx

- Collaborated with PropelIT CEO (a portfolio company) to execute the Driver Training Project Initiative
- Identified and analyzed the upper third of domestic truck driver training schools (150 schools)
- Documented, prioritized, and summarized findings in formal report to PropelIT's management team with specific recommendations and execution plan

Merrill Lynch: Global Wealth Investment Management Intern - Pittsburgh, PA

Summer 20xx

- Conducted market and client research to develop potential investment theses
- Built and maintained relationships with over 15 clients as well as provided exceptional client service

Campus Experience

Miami University Treasury Services: Student Associate to Foundation CIO

Spring 20xx

- Performed due diligence and analysis on current and prospective investment managers

Miami University Value Investing Club: Co-Founder & Valuation Director

Fall 20xx–Present

- Created club by detecting gap in Miami's business organization landscape
- Led two valuation workshops during new member orientation education series
- Coordinated recruitment events including information sessions and on campus interviews

Miami University Investment Banking Club: Consumer Staples Group

Fall 20xx–Present

- Educated club members through industry group update presentations and valuation workshops
- Engaged in weekly market discussions pertaining to various business sectors
- Hosted meet and greet events in an attempt to extend professional network for future job opportunities

William Blair Case Competition: Participant

Fall 20xx & Fall 20xx

- Provided strategic advice for fictional sports manufacturing company by utilizing valuation methods and performing industry analysis
- Created integrated PowerPoint presentation utilizing Slide Master to illustrate findings through five descriptive data tables and six charts