



# HOWARD SMITH

## Soccer Coach

### Professional Skills

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- Financial modeling and reporting
- Data mining and analysis
- Financial accounting
- Business valuation
- Advanced SAS proficiency

### Education

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- Borcelle Business School  
*Masters in Accounting*  
Completed in 2016
- Larana Business School  
*Certificate in Financial Management,  
Financial Analysis, and Public Budgeting*

### Achievements

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2013 – 2015

Reduced the production cost by 20% in the second year of internship.

### References

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- Observation
- Decision making
- Communication
- Multi-tasking
  
- Observation
- Decision making
- Communication
- Multi-tasking

### My Contact

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✉ hello@reallygreatsite.com

☎ +123-456-7890

📍 123 Anywhere St., Any City

🌐 www.reallygreatsite.com

### Professional Experience

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Ginyard International Co. | Financial Analyst

2020 – Present

Key responsibilities:

- Analyze current and past financial data
- Look at recent financial performance and identify trends
- Prepare reports on the above information and communicate the insights of these reports to the broader business
- Consult with the management team to develop long-term commercial plans
- Suggest budgets and improvements based on the above information

Ingoude Company | Junior/Investment Analyst

2015 – 2020

Key responsibilities:

- Looked at financial performance and identified trends
- Explored various investment opportunities

Timmerman Industries | Financial Analyst Intern

2012 – 2015

Key responsibilities:

- Analyzed financial data
- Observed financial performance and identified trends
- Prepared reports on the above information and reported the insights.



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August 27, 2018

Mr. Bob Smith  
Director of Athletics  
University of Louisiana  
Monroe, LA 71209

Dear Mr. Smith,

As a coach, one of the best feelings is to see the progression of my athletes, both on and off the field. Seeing them achieve their football and academic goals through their hard work and dedication is satisfying in so many ways. I am excited to see you that have an opening for the position of **assistant coach for the football program** at the **University of Louisiana**.

I am a former player, having played my collegiate career at Frostburg University where I also earned a bachelor's degree in Mathematics. I have also earned a master's degree in Sports Administration from Frostburg, and a second master's degree in Athletic Leadership from the Ohio State University.

My coaching journey started after I played my last game for Frostburg University. I earned an opportunity to be a Graduate Assistant with my alma mater. I then worked at Ohio University where I coached the slot receivers and running backs. We were a missed field goal away from winning the SOCON championship and being a part of the FCS Playoffs. Currently, I am interning at the Ohio State University with the athletic department and football program. I have worked with the RB's, while assisting with on-field responsibilities as permitted by current NCAA rules.

As a young coach, my goal is to help the program I'm working with reach new levels of success, while helping to develop young people who are prepared to be successful in their pursuits after college. Even with so many successes on the field, the most enjoyable aspect of my short career has been the relationships created with the student-athletes and the coaches that I've worked with.

Thank you for taking the time to consider my application. I welcome the opportunity to speak with you in person about my qualifications and experience in consideration for the position of **Assistant Football Coach**. Please feel free to contact any of my enclosed references. I appreciate your time and look forward to speaking with you.

Sincerely,

William Vasko