

BRENT LEE

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122 Lewis St.
Castle Rock, CO
80104

Objective: Obtain part time employment while finishing school, and full time employment after graduation.

Education

Brigham Young University Idaho

Bachelor of Science in Business Management

- Dual Emphasis in Finance and Supply Chain
- Relevant course work: Advanced Financial Management, Financial Law, Advanced Investments, Financial Accounting, Managerial Accounting
- Tutor for business fundamentals I

Graduation date: 12/2016

Rexburg, ID

Lockheed Martin Space Systems Corporation

Finance Intern

- Generate headcount presentation and report important analysis to management
- Reduced time needed to create headcount report by 15% by implementing macros
- Report Status of milestones completed for the comprehensive estimate at complete

6/2016 - 9/2016

Littleton, CO

Big Dog Satellite

Sales / Installation

- Installed Dish Network and DirecTV
- Developed skills in time management, and making a process more efficient
- Increased skills in communication, developing relationships, and gaining trust of others through sales experience

2/2013 – 6/2016

Idaho Falls, ID

Additional Experience

Integrated Business Core

Royal Watches and Apparel

C.F.O

- Created financial statements to help track performance and make decisions that promoted growth and progression
- Created budgets for each department in order to wisely use assets and maximize returns
- Used VBA and advanced excel functions to quickly collect, organize, and analyze data
- Clearly communicated financial goals and motivated each department to reach them

1/2015 – 4/2015

Rexburg, ID

The Church of Jesus Christ of Latter-day Saints

Full Time Representative

- Assigned as a regional leader over twenty five other Representatives
- Gained trust in others
- Taught important life skills including the Gospel of Jesus Christ

1/2011 – 1/2013

Neuquen, Argentina

Burley High School Seminary

President

- Presided over 500 students
- Effectively delegated responsibilities to organize activities and fulfill other responsibilities

8/2009 – 5/2010

Burley, ID

Boy Scouts of America

Eagle Scout

- Learned the importance of honesty, hard work, and service
- Participated in over 30 different service projects to help those in need

11/2003 – 3/2006

Burley, ID
