Resume-Ready
Skills & Certifications

Finance | Commodities | Risk Management and Insurance

Skills
Advanced Microsoft Excel, Microsoft Access, SQL
Financial Modeling, Financial Functions (NPV, IRR, PV, etc.), Bloomberg, Morningstar, thinkorswim

Certifications - Finance
Chartered Financial Analyst (CFA); Certified Financial Planner (CFP)
Certified Fund Specialist (CFS); Commodities Trading Advisor (CTA)
Series 3 (Commodities & Futures); Series 6 (Mutual Funds)
Series 7 (Variable Annuities) ; Series 63/65/66 (State Law Exam)
Series 79 (Investment Banking)

Certifications - RMI
Associate in Risk Management (ARM) Designation; RIMS Fellow (RF) Designation
Chartered Property Casualty Underwriter (CPCU); Life and Health; Certified Insurance Counselor (CIC)

Marketing

Skills
Social & Web**:** Facebook, GoogleAdwords, LinkedIn, Instagram, Twitter, Hootsuite; Marketing Automation: Marketo, Eloqua
Marketing Analytics: Hubspot, Google Analytics, Facebook Insights, Web Trends, Omniture, Advanced Excel, SQL
CRM | Email: Salesforce, Sendgrid, Responsys | Research: SurveyMonkey, Qualtrics
CMS: SharePoint, WordPress | Languages: Java, HTML, CSS | Graphics: Adobe Creative Suite, Photoshop
Digital Marketing Areas: PPC, SEO, SEM, Demand Generation

Certifications
Professional Certified Marketer (PCM) | Google Analytics Certification | Google Adwords Certification
Hubspot Inbound Marketing Certification | Hootsuite Certification | Salesforce - Multiple Certifications

Information Systems

Skills
Programming Languages: C, C++, C#, CSS, HTML, iOS, Java, JavaScript, Objective-C, Node.js, Swift2, Go, TypeScript, Perl, PHP, Python, R, Ruby/Rails, SQL, VisualBasic
Business Analytics/Intelligence Tools: Tableau, Cerner, SSRS, SSIS, Crystal, MicroStrategy, Informatica, Oracle BI, Cognos, Spotfire, MS Power BI Suite
Databases: Oracle, MS SQL Server, IBM, SAP Sybase, Postgre, MySQL, Informix
Methodologies: Agile, LEAN, Kanban, Waterfall

Certifications
Project Management Professional (PMP); Six Sigma Green Belt; Microsoft Certifications (MCP, MCSE)
ISACA Certifications (CRISC, CISM, CISA, CGEIT, CISA; Certified Information Systems Security Professional (CISSP)
Cisco Certifications (CCNA, CCNP, CCIE, CCDP, CCDA); ITIL, A+, Certified ScrumMaster
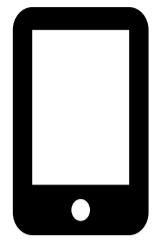
Human Resources

Skills
HRIS: Oracle Talent Cloud (Taleo), iCIMS, Success Factors, Workday, and Kenexa
Talent Search Solutions: LinkedIn Recruiter, Indeed, SimplyHired, Monster, and Dice
Familiarity with FMLA, Workers Compensation, Employment and Immigration Law, State Policies & Regulations
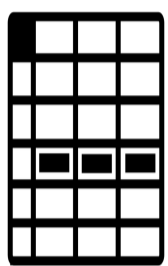
Certifications
Professional in Human Resources (HR) (PHR); Senior Professional in HR (SPHR); Global Professional in HR (GPHR)
SHRM Certified Professional (SHRM-CP); SHRM Senior Certified Professional (SHRM-SCP)

Digital Marketing

- HubSpot Academy - Inbound Certification, Email Marketing, Inbound Sales, Content Marketing
  https://academy.hubspot.com/certification
- Google - Google Analytics, Google Adwords
  https://analyticsacademy.withgoogle.com; find Google Adwords YouTube video
- Salesforce - Salesforce Platform, Marketing Cloud, Analytics
  https://trailhead.salesforce.com/modules
- Marketo - Great blog articles about Digital Marketing trends | CMO Nation - articles & interviews
  blog.marketo.com | cmo.marketo.com
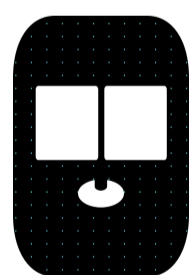- Facebook Marketing - www.facebook.com/blueprint

Advanced Excel & Financial Modeling

- Training the Street - Advanced Excel, Financial Modeling, Corporate Valuation, Merger, Real Estate
  https://www.ttsuniversity.com/Default.aspx#courses (Self-study, fee-based)
- Wall Street Prep - Advanced Excel, Financial Modeling, Valuation, REIT, Oil & Gas, LBO
  https://www.wallstreetprep.com/programs (Self-study, fee-based)

Technology Skills

- Tableau - Download Tableau Desktop for free; Student resource page for learning options
  https://www.tableau.com/academic/students (Free)
- Coding self-study sites: www.codecademy.com; https://www.freecodecamp.com;
  https://www.edx.org; https://www.theodinproject.com; https://www.lynda.com;
  https://udemy.com; www.coursera.com; https://cloud.google.com/certification (Free or fee-based)
- CU Denver | Galvanize Pathways Program - Web Development Immersive - 24-Week, Full-Time
  Program; 30% discount on tuition. Students who complete the WDI program can earn up to 12
  credit hours - https://www.galvanize.com/cu-denver-pathways (Fee-based)

Commodities & Finance Skills

- Tutorials - Bloomberg, CQG, Morningstar and thinkorswim - First and Second Floor Computer Labs
  (Free - contact Matt Fleming - matthew.fleming@ucdenver.edu)