

# FRANK C. NICHOLAS JR.

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## EDUCATION

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### University of Miami

Coral Gables, Florida

*Bachelor of Science in Business Administration: Finance, Minor: Accounting*

Expected May 2018

- **GPA:** 3.98 / 4.00; ACT: 34
- **Honors:** Bermont/Carlin Scholar, President's Scholarship, President's & Provost's Honor Rolls, Dean's List
- **Relevant Coursework:** Investment & Security Markets, Investment Portfolio Management, Intermediate Accounting

### Colgate University

Hamilton, New York

(Transferred) August 2014 – May 2015

## WORK EXPERIENCE

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### UBS Financial Services, Inc.

New York City, New York

*GTP Summer Analyst*

June 2017 – August 2017

### Cardinal Intellectual Property, Inc.

Evanston, Illinois

*Systems Development Intern*

May 2016 – July 2016

- Configured various scenarios utilizing employee salary/bonus data to determine a cost efficient plan for handling increased salary level requirements due to updated overtime exemption rules
- Streamlined CIP's internal auditing processes by designing templates (Excel & Adobe Acrobat) for trial and also provided detailed instructions, including drafting of protocol for process usage, communication of protocol and updating of processes following usage, for all systematic procedures; produced the semi-annual AAP report using its newly created system
- Upgraded the employee performance evaluation framework by creating system formulas to populate evaluation documentation with relevant statistics, including consolidated numeric performance evaluation results, weighted average performance ratings, and embedded calculations for bonus

### SOLIC Capital, LLC

Evanston, Illinois

*Summer Intern*

May 2015 - July 2015

- Prepared company summaries, organizational charts, updated contact databases, and related spreadsheets for company engagements
- Participated in internal strategy meetings regarding valuation and pricing for target assets
- Communicated with hospitalists to obtain relevant information for entry into a physician staffing database for affiliated company, LocumConnections; similarly, called hospital main lines to speak with physician recruiters about their locum tenens staffing plans

### SFC Team - Coldwell Banker Residential Brokerage

Winnetka, Illinois

*Assistant*

March 2014 - June 2014, August 2014

- Performed real estate preparatory work, including staging properties to accommodate space for purchasers and sellers, identified and handled personal property for inclusion in or removal from properties, and coordinated transfer of belongings between locations

### Ground Level Technologies

Evanston, Illinois

*Intern*

December 2013 - February 2014

- Prepared vendor reference information for restaurant deal website/smartphone application *SpecialsAgent*
- Searched for local social media handles and organized spreadsheet with accessible links and information

## ACTIVITIES & INTERESTS

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- **Activities:** Fun Day Service Day 2016, 2017 (Volunteer), Sigma Alpha Epsilon Fraternity - Florida Alpha Chapter (Treasurer's Assistant, Fundraising Assistant, Co-Chronicler), 2014 - 2015 Colgate University Football (Team Member), 2013 - 2014 Shabbona Park Special Olympics/Recreation (Volunteer)
- **Interests:** Baseball, Football, Nutrition, Photography, Video Production, Playing Guitar, Traveling