

Ms. Elisa Rana

38 N McKinley Ave. Apt. 202, Athens OH 45701 | Date of birth: 01.07.1992

Contact: (740)-818-7965 Email: er311714@ohio.edu

Experience:

Graduate Assistant, Economics Department, Ohio University, USA (Present)

- Assist professors in any classroom jobs in order to achieve the best learning environment
- Research on oil shale drilling in Ohio

Tutor, Academic Advancement Centre, Ohio University, USA (Present)

- Provide additional instructions for students in the followings courses:
Principle Micro/Macro-Econ, College/Intermediate Algebra, Intro to Statistics

Business Development Executive, RMA Co.,Ltd, Cambodia (1 Year)

- Focus on the development of Express Food Group Co.,Ltd,
(Costa Coffee, BBQ Chicken, Dairy Queen, Swensen's, and The Pizza Company)
- Assist the expansion of current business into new territories
- Explore and recommend new business or franchise and provide reports on real estate development
- Establish brands development strategies and do market research and analysis
- Training Programs: Code of Conduct and Foreign Corrupt Practices Act

Research Executive, TNS, Cambodia (1 Year)

- Managed all facets of projects, from commissioning up to reporting
- Briefed fieldwork and data punching, and prepare all materials up to the reporting of results
- Set up presentations and clients meetings
- Assisted clients in order to achieve their objectives and recommendations
- Made sure the projects ran well with strict quality control
- Training Programs: WPP's Anti-Bribery & Corruption Training Course and WPP Code of Conduct

Higher Education Opportunity Program / Math and Science Centre Tutor, Utica College Academic Support Service Centre, USA (1.5 Year)

- Give additional instructions to students in the following courses:
MGT 101 102, ECN 134 144 234, ACC 201, ENG 101 102, MATH 101-107 134 144

Local Committee Vice President of Talent Management, AIESEC, Cambodia (1 Year)

- Developed the knowledge and potential of other students
- Facilitated communication within my team
- Set recruitment objectives and track retention rates
- Ensured the alignment between the roles of human resource management, integration and learning

Participated in the 2009 AIESEC HEROES Conference, Taiwan

Participated in AIESEC's 61st International Congress, Malaysia

Education:

Ohio University: Ohio, USA (Expected: Aug 2015) (GRS Scholarship)

Master of Financial Economics (MFE)

The Ohio University's Master of Financial Economics has recently been endorsed by CFA Institute for incorporating at least 70 percent of the CFA Program Candidate Body of knowledge (COBK) and placing emphasis on the CFA Institute Code of Ethics and Standard Practices within the program.

Utica College: New York, USA (Graduated: May 2012): (Global UGRAD and International Edu. Scholarship)

Bachelor of Science in Management (3.95 GPA, Summa Cum Laude)

Extracurricular Activities:

- Participated in the 2010-2011 Global Undergraduate Program Workshop, Washington, D.C
- Placed on the Dean's Honor List (Fall and Spring Semester), Utica College
- Treasurer, Utica College Investment Club
- Completed Utica College Career Services Backpack Briefcase Workshop Series, NY
- Reception Area Volunteer and Refreshment Area Volunteer, American Red Cross Blood Donor Band
- Volunteer, Child Life Society, NY
- Received Kaplan Educational Services Test Prep Program Scholarship for GMAT training.
- Participated in Youth Engagement Summit (YES) 2009, Malaysia
- Organized Alumni Project Activities of the "Youth Education Outreach Program", with 250 English Access Micro- scholarship students, Cambodia
- Organized the series of events including concerts, film screening, dance, and academic symposium to celebrate the 60th Anniversary of the U.S. and Cambodia Diplomatic Relations, 1950-2010, Phnom Penh, Cambodia

Languages

Khmer: Mother tongue, **English:** Fluent

References

- Mr. Rami Sharaf, CEO, RMA Cambodia
Tel: 855(0)-128-418-47, Email: rami.sharaf@rmagroup.net
- Dr. Laurence W. Roberts, Dean, Utica College
Tel: (315)-725-7855, Email: lroberts@utica.edu
- Dr. Sung Jun Jo, Dean, Professor of Management, Utica College
Tel: (651)-592-6950, Email: sujo@utica.edu