

# Juliana Chabot

Rochester Hills, MI | (586) 659-9638 | chabotju@msu.edu | www.linkedin.com/in/juliana-chabot

## EDUCATION

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**Michigan State University | Broad College of Business**, East Lansing, MI

*Bachelor of Arts, Finance*

*August 2021 – May 2025*

*Financial Planning and Wealth Management Minor (CFP registered program)*

Cumulative GPA: **3.98 /4.00**; Dean's List: All Semesters

- Study Abroad: Rome, Italy *May – June 2024*
- Relevant Coursework: Algorithmic Thinking/ Programming, Business Analytics & Informational Systems, Financial Accounting, Management, Financial Modeling, International Business, Managerial Accounting, Intermediate Accounting, Wealth Management

## RELATED EXPERIENCE

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**Ally Financial**, Detroit, MI

*Business Systems Management Intern*

*May – August 2023*

- Detailed requirements needed by the business, State or Federal laws to generate letters sent out to customers and dealerships.
- Managed over 350 variations of different letters and tested changes to ensure accuracy of correspondence.
- Created an Excel spreadsheet that listed all current letters to help provide an organized method to find variations of letters.

**RSC Mechanical**, Clinton Township, MI

*Accounting / Billing Intern*

*May – August 2022*

- Worked directly with the Account Manager and administrative teams directing technicians and performing billing functions.
- Assisted in setting up Customer, Site locations and all billing information for new locations throughout United States.
- Completed Customer invoicing in corporate accounting system and uploaded data into customer billing portal.

**RSC Mechanical**, Clinton Township, MI

*Human Resources / Payroll Intern*

*May – August 2021*

- Audited employee payroll hours, timesheets, petty cash, and cross-referenced to GPS locations.
- Documented and executed payroll corrections, advised employees directly of changes, and coordinated with HR on revisions.
- Assisted with employee interviewing, recruitment, onboarding, benefits enrollment.

**Northwestern Mutual**, Troy, MI

*Administrative Intern*

*May – August 2020*

- Worked directly with Managing Director, established, and supported working relationships with insurance and wealth management professionals. Managed mail, phones, and customer communications.
- Assisted Chief Marketing Officer in revamping social media accounts to improve advertising and marketing results.
- Welcomed guests in the office; answered and directed inquiries to designated representatives. Managed front office reception.

## OTHER EXPERIENCE

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**Blackbird Vending**, Detroit, MI

*Sales Employee*

*June 2019 – Present*

- Provide sales support at major concert venues throughout Southeastern Michigan.
- Set up merchandise tables, conduct initial inventory checks, log data, and complete detailed sales reports.
- Actively sell and distribute merchandise during concerts; resolve customer concerns, collaborate with other booths to ensure proper sizing and selection, restock inventory, handle cash and credit card transactions, and complete ending inventory.

## LEADERSHIP & PROFESSIONAL DEVELOPMENT

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**Gamma Phi Beta Sorority**, East Lansing, MI

*Recruitment Chair, Event Planning Committee*

*October 2022 – May 2024*

- Organized and structured the recruitment process to maximize potential members and chapter opportunities for success.
- Assisted in planning all major events within the chapter; Gphi Joe service event, Sisterhood retreat, Formal, etc.

**FinServ Foundation**

*FinServ Fellow*

*August 2023– Present*

- Participate in a highly competitive 6-month structured mentorship program with financial industry professionals
- Received guidance and support and took part in a series of coaching webinars focused on personal development

## EXTRACURRICULARS & SKILLS

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**Clubs:** Michigan State University Wealth Management Association, *Member*; Michigan State University Women in Finance, *Mentor*; Intramural Volleyball, *Starting libero*; Gamma Phi Beta Sorority, *Recruitment Chair, Event Planning Committee*

**Technical Skills:** Microsoft Office, *Proficient*; Ventus, *Proficient*; Power BI, *Intermediate*; Tableau, *Intermediate*

**Certifications:** eMoney Fundamentals Certification