

# Jessica Martinez



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LinkedIn

## Business Student with Strong Leadership and Operational Management Skills

Business student with experience in project management, data analysis, and process improvement. Adept at problem-solving, optimizing workflows, and supporting business operations.

## Professional Experience

### Business

#### Operations Intern

ABC Consulting | City, ST  
| May 2024 - Present

- Helped streamline workflow processes, reducing project completion times by 18%
- Analyzed business performance metrics and presented findings to management
- Collaborated with marketing and finance teams to optimize business strategies

### Project Assistant

University Business Club |  
City, ST  
| September 2023 - May 2024

- Managed cross-functional team projects to improve campus business initiatives
- Conducted market research and business trend analysis for presentations
- Organized networking events with industry professionals, increasing student engagement by 25%

## Education

### Candidate:

University of Michigan | Expected May 2026

### Bachelor of

### Business

### Administration

## Key Skills

<div></div>	Business strategy
<div></div>	Data analysis
<div></div>	Microsoft Excel & Power BI
<div></div>	Project management
<div></div>	Process improvement