

DENISE HEIDELBERG

M.B.A/ M.A

SUMMARY

Recently, I completed a one year web design and development certificate program at Gateway Community College. My skills include writing and research. I have worked on projects that include analysis, trend identification, and summarizing data into written reports.

CONTACT



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1 Seabreeze Avenue #3,
Milford, CT 06460

CERTIFICATIONS

WordPress Introduction Certificate Course ·
ONLC Training Centers
Oct 2017 to Oct 2017

14 hours of participation equal 1.4 CEU credits (CEU is continuing education/training experience).

Web Development/ Design Certificate Program ·
Gateway Community College, New Haven, CT.
Sep 2016 to May 2017

• Overview of programming languages including: HTML5/CSS3, Javascript/JQuery, and PHP/MySQL.

EDUCATION

New York University Adult Education
Investment Banking Fundamentals Course
Spring 2013

The University of Connecticut
Dual Degree M.B.A/M.A 1997
B.S. Finance 1988

Foreign study semester abroad: Granada, Spain

SKILLS

COMPUTER: HTML5 - Prove It Result Test Score: 63% - global average: 65%; CSS3 - Prove It Result Test Score: 73% - global average: 71%. Microsoft Software: Word - 60wpm, Excel, Access, PowerPoint

FOREIGN LANGUAGE: Fluent Spanish.

PROJECTS

<https://www.denise-designs.com>

Portfolio examples on about page of my WordPress website.

ACTIVITIES

Milford Beginner Web Development Meetup · Organizer
Sep 2017 to Current

A group to discuss latest in efforts at web design.

EMPLOYMENT

City of Milford Municipality, Milford, CT
Milford, CT

clerical assistant to grants manager · Mar 2015 to Sep 2015

• Provided research/ document preparation for Housing & Urban Development federal grant application of ~\$400K. Placed by The McIntyre Group.

Optimus Health Care, Inc., health care clinic,
Bridgeport, CT

Bridgeport, CT

grants development specialist · Feb 2010 to Nov 2012

• Supported HRSA federal grant applications of \$3.5M for the main clinic and Ryan White HIV/ AIDS program of \$500K. Provided written research analysis – data compiled from medical journals, center for disease control data, and public health data.

UBS, Investment bank, Stamford, CT
Stamford, CT

analyst consultant · May 2008 to Apr 2009

• Analysis of UBS clients' activities for anti-money laundering and compliance group to assess risk to UBS investments. Written reports included: merger and acquisitions activity, regulatory violations, legal proceedings, and geo-political news items. Placed by Polaris Group.

BBVA, Investment bank, NYC, NY
NYC, NY

analyst · Jan 1998 to May 2002

• In risk management group, determined financial market trends affecting Latin American portfolio in the weekly newsletter for executive management using various news sources.

• For the international coordination group, reported end of day trading positions and wrote summaries of Latin American offices trading activities.

• In equity capital markets group, for potential IPO's, produced industry research using sources such as Bloomberg terminal's comparative analysis and S&P Industry reports.

Deloitte & Touche, accounting firm, NYC, NY and
Wilton, CT

NYC, NY and Wilton, CT

budget and United Way assistant · Jun 1988 to Aug 1994

• Developed report for monthly actual to budget variances for 29 cost centers of ~\$22M and assisted in budget process for National Office Accounting and Auditing;

• Provided United Way campaign detailed reports for ~\$2M donations for ~1500 partners for the CEO of National Office .