

# David L. Holloway

11 May Court  
Ronkonkoma, NY 11779

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322 Fraternity Row  
State College, PA 16801

## EDUCATION

### **Bachelor of Science Degree, expected December 2009**

The Pennsylvania State University, University Park, PA  
Major: Finance; Minor: Labor Studies & Employment Relations  
Overall GPA: 3.96 / 4.00; Major GPA: 4.00 / 4.00

## WORK EXPERIENCE

### **Internal Audit, Risk and Compliance Services Intern, KPMG LLP**

*New York, NY*

*June 2009 – July 2009*

- Acted as a member of the engagement team providing consulting services to American International Group, Inc. (AIG) in regards to its risk management, information technology, and internal audit functions
- Researched, edited, and finalized documents to be used for internal ongoing processes or external client deliverables
- Organized and managed all engagement work papers to be kept on record as per Firm standards
- Worked with all levels of the team in order to ensure that all client deadlines were met

### **Human Resources Intern, DealerTrack, Inc. (Nasdaq: TRAK)**

*Lake Success, NY*

*May 2008 – August 2008*

- Researched and compiled reports on executive compensation to be used by the compensation committee in setting base pay and incentive levels
- Published job postings, and sourced and evaluated job applicants for positions up to and including senior management
- Assisted over 20 team-member engagement survey feedback meetings
- Worked independently as well as in teams to help the Human Resources Department reach its various departmental goals

### **Bank Teller, Capital One Bank (formerly North Fork Bank)**

*Ronkonkoma, NY*

*July 2005 – June 2006, May 2007 – August 2007*

- Provided customer service by processing transactions and handling customer inquiries
- Referred clients to bank products and services such as certificates of deposit, IRAs, and money market accounts
- Followed bank regulations and guidelines as set forth by the federal government and the corporation

## COMPUTER SKILLS

Proficient in MS Word, Excel, PowerPoint, Outlook, and Access

## ORGANIZATIONS / AWARDS

**Analyst, Penn State Investment Association**

2008 – Present

**Undergraduate Law Society**

2008 – Present

**Business Tutor, University Learning Center**

2008 – 2009

**Alpha Gamma Rho Fraternity**

2007 – Present

- Finance Chair, Alumni Relations Chair

**Penn State University Dean's List**

Fall 2006 – Spring 2009

**Outstanding Law Student Award & Scholarship**

2006