

# Trevor Reininger

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Spartanburg, SC

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## EDUCATION

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**Wofford College**, Spartanburg, SC

May 2024

**Major:** Finance / **Minor:** Government

GPA: 3.61

**Relevant Coursework:** Accounting Principles, Business Finance, Intermediate Accounting I, Cost Accounting 1, Financial Statement Analysis, Real Estate Development, Marketing, International Finance, Comparing States & Societies

**Honors and Awards:** Dean's List

## EXPERIENCE

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**Cate & Brough Law Firm**, Spartanburg, SC

**Runner/ Receptionist**

April 2021- August 2021

- As a receptionist, I answered phone calls and emails, scheduled consultations, closed files for cases, and scanned paperwork and mail
- As a runner, I delivered case documents and mail to and from the Spartanburg County Clerk of Court Office, Spartanburg City Hall, Spartanburg Sheriff's Office, and other law firms in the surrounding area
- Helped process transactions for clients and delivered checks and cash to different banks

**Panda Express**, Spartanburg, SC

**Counter Help**

March 2019- July 2019

- As a cashier, I registered and prepared meal orders for customers in the drive-thru and dining area
- Kept an accurate count of money in the register and helped close the restaurant at the end of workdays
- Cleaned the working space, dining areas, and bathrooms throughout the workday
- Provided high-standard customer service in a fast-paced working environment
- Learned to stay calm and focused when under immense working pressure

## SKILLS

**Computer:** Microsoft Office (Proficient), Bloomberg Terminal (Limited Experience)

**Language:** Basic Spanish Speaking and Writing Skills

## COLLEGIATE ACTIVITIES

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**James-Atkins Student-Managed Investment Fund**

**Portfolio Manager**

September 2021-Present

- Club made up of a select group of students that actively manage an investment fund
- Composed of four research teams, for differing markets, that can present firms to the entire club to vote on as possible investments
- As a portfolio manager, I am responsible for guiding my group of research associates through the process of evaluating a company and leading our group's presentations during club meetings

## COMMUNITY INVOLVEMENT

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**Habitat for Humanity**, Spartanburg, SC

**Volunteer**

July 2019 – October 2019

- Volunteered time at the Habitat for Humanity Retail Store
- Provided 45 service hours, where I helped load and unload furniture in and out of the store, rearranged furniture in the store, label prices on furniture, cleaned the store

**Eastway Park**, Spartanburg, SC

**Volunteer**

March 2018- May 2019

- Volunteered time at a local park in my neighborhood
- Provided 40 service hours where I helped rake leaves, cleaned trash off the ground, and built benches