MATTHEW HODGES

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EDUCATION

UNIVERSITY OF IOWA — Iowa City, IA

Master of Science, Sustainable Development — 05/2024
- Certificate in College Teaching

Master of Science, Finance & Business Analytics — 05/2022
- Iowa Master of Finance Scholarship

Bachelor of Arts, Ancient Civilization — 05/2009
- Minor: English, GPA: 3.83, University Honors

TECHNICAL SKILLS

MS Office suite, Python, Jupyter Notebook, text analytics, natural language processing, fundamental financial analysis

TEACHING EXPERIENCE

TIPPIE COLLEGE OF BUSINESS, UNIVERSITY OF IOWA — Iowa City, Iowa

Teaching Assistant — 01/2023 – Present
- Teach four lab sections of *Database Management* for Business Analytics majors, covering database basics like ER diagrams, relational schema, normalization, wrangling, querying, warehousing, and analytics basics.
- Grade student assignments on the subjects listed above; hold office hours and guide students through questions on assignments, quizzes, and exams.

COLLEGE OF EDUCATION, UNIVERSITY OF IOWA — Iowa City, Iowa

Teaching Assistant — 01/2011 – 05/2011
- Taught section of *Human Relations for the Classroom Teacher*, a **Diversity, Equity, and Inclusion** course for all undergraduate education certification students.
- Graded student coursework, including weekly writing assignments; collaborated with professor and fellow TAs to design and develop course syllabus.
- Attended lectures, took attendance, and proctored the final exam.

OTHER UNIVERSITY EXPERIENCE

EXECUTIVE MBA PROGRAM, UNIVERSITY OF IOWA — Iowa City, Iowa

Program Support Coordinator — 08/2021 – 01/2023
- Logistical lead for events and activities for two site locations (Iowa City and Des Moines), including classroom set-up, material distribution, lodging and parking logistics, and food and beverage management.
- Information and technology management responsibilities including database updates, online searches, book and course material ordering, and operating office equipment in support of the program.

HENRY FUND, TIPPIE COLLEGE OF BUSINESS — Iowa City, Iowa

Equity Research Analyst – Energy, Industrials, and Utilities Sectors — 01/2021 – 12/2021
- Responsible for industry and company research in the utilities and industrials sectors and for building financial models using discounted cash flow, economic profit, relative valuation, and dividend discount analyses.
- Present buy, sell, or hold recommendations to the fund's advisory board throughout the 2021 calendar year and work with the Henry Fund research team to determine final selections and portfolio weightings.

PUBLIC-PRIVATE PARTNERSHIP (P3), UNIVERSITY OF IOWA — Iowa City, Iowa

Summer Financial Modeling Analyst — 05/2021 – 08/2021
- Collaborate with the CFO to develop and optimize methodologies to track the relationship between campus utility billing rates, concessionaire payments, and utility subsidies funded by P3 endowment investment income.
- Run sensitivity analyses on operating and maintenance cost changes, capital expenditures, and allowed returns based on the 10-year history of rate decisions for other in-region utilities.

INDUSTRY EXPERIENCE

PRAIRIE CAPITAL ADVISORS Cedar Rapids, Iowa

Valuation Analyst Intern 12/2021 – 05/2022

- Preparing client deliverables including valuation reports, presentations, and confidential marketing materials.
- Developing and analyzing public comparable companies in support of various corporate finance assignments.
- Conducting industry and economic research; participating in client discussions and due diligence meetings.

UNIVERSITY OF IOWA HOSPITALS & CLINICS Iowa City, Iowa

Supply Chain Technician 04/2020 – 03/2021

- Retrieved and organized order items of medical equipment and supplies from the storeroom warehouse and delivered orders to clinics and inpatient units.
- Entered order corrections into supply tracking software of mistakes found on delivery.
- Tracked and completed compliances of university employment requirements and training.

PARKING MANAGEMENT COMPANY Iowa City, Iowa & Lincoln, Nebraska

Guest Services Manager 07/2017 – 03/2020

- Created and implemented revenue tracking processes to heighten operational accountability, resulting in a nearly 10% revenue increase year-over-year.
- Hired, trained, and coached a staff of five to ten valet runners and two to four garage attendants, including scheduling, payroll, disciplinary, and many other human resource duties.
- Addressed and processed customer complaints and vehicle damage claims that included service recovery, claim incident and investigation reporting, and ultimately approving or denying payment processing.

DAVIDSON HOTELS & RESORTS Iowa City, Iowa

Front Desk Supervisor & Night Auditor 06/2016 – 07/2017

- Oversaw team of front desk agents on their daily tasks—customer service, standard procedures, and shift checklists—and provided guest satisfaction for full-service hotel with a total 760 guest capacity.
- Compiled and audited daily reports for food & beverage, banquet, catering, room receipts, discounts, adjustments, and allowances for daily hotel operations.

LAKE COOPER CLUB Keokuk, Iowa

Assistant General Manager 09/2013 – 09/2015

- Designed and marketed an innovative membership program that partnered with our local Hy-Vee Food Store, offering discounts and services to a variety of community constituents resulting in a doubling of memberships.
- Developed and implemented varied programing for recreation (golf, tennis, swimming), social (game nights, events, leagues, food & beverage), and corporate (outings, holiday parties) services.
- Hired, trained, and coached recreational, administrative, and food-service staff—up to 25 employees at the height of the busy season—and developed a detailed employee manual.

ST. LOUIS GEAR COMPANY Keokuk, Iowa

Quality Manager 08/2011 – 09/2013

- Hired, trained, and coached 8 quality control personnel for this small manufacturing family business.
- Facilitated internal and third-party audits for the *ISO 9001:2008* quality management system. Successfully led the quality team and all other employees through the 5-year recertification process.
- Maintained substantial quality control documentation system, which included writing and editing standard operating procedures, work instructions, control plans, and the system-wide quality control manual.

ACTIVITIES & LEADERSHIP

- University of Iowa Hospital & Clinics – *Volunteer Services Office* & *Blood Center, Volunteer* 2020 – Present
- Southeastern Community College Foundation – *Board Member* 2014 – 2017
- First Tech Challenge Iowa – *League Administrator* 2015 – 2016
- Keokuk Chamber of Commerce – *Board Member, President* 2014 – 2016
- Keokuk Community School District Robotics Team – *Founder/Coach* 2012 – 2016