

# HAILEY HELTERBRAN

Business student at the University of Mississippi with four years of internship experience across accounting, finance, sales, and marketing. Has a proven history of improving customer experiences, adapting in the workplace, and increasing sales. Passionate about using problem-solving skills and effective communication to succeed in professional settings.

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## EDUCATION

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<b>B.S. IN BUSINESS MANAGEMENT AND ACCOUNTING</b> <i>University of Mississippi</i>	<b>Aug 2023 – May 2027</b> <i>Oxford, MS</i>
<b>HIGH SCHOOL DIPLOMA</b> <i>Coppell High School</i>	<b>May 2023</b> <i>Coppell, TX</i>

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## LINKS

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My Website: [haileyhelterbran.com](http://haileyhelterbran.com)

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## EXPERIENCE

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<b>SCHOOL OF BUSINESS STUDENT ADVISORY BOARD</b> <i>University of Mississippi</i>	<b>Mar 2026 – Present</b> <i>Oxford, MS</i>
<ul style="list-style-type: none"><li>Selected by the Interim Associate Dean to advise the School of Business as part of a highly selective student group</li><li>Provide input on initiatives impacting student experience</li><li>Reviewed program marketing materials and suggested wording changes to better reflect student priorities</li></ul>	
<b>VICE PRESIDENT &amp; PRESIDENT-ELECT</b> <i>Ole Miss Business Club</i>	<b>Nov 2025 – Present</b> <i>Oxford, MS</i>
<ul style="list-style-type: none"><li>Mentored undergraduate members through regular coffee chats to boost early participation and clarify career paths</li><li>Coordinated weekly guest speaker events to strengthen industry connections and raise event turnout</li><li>Secured sponsorships to broaden event budgets and enable expanded programming and resources</li><li>Supported pursuit of 501(c) status to enable tax-deductible sponsorships and improve fundraising capacity</li></ul>	
<b>SALES INTERN</b> <i>RevelXP Oxford (Ole Miss Experience)</i>	<b>Aug 2025 – Present</b> <i>Oxford, MS</i>
<ul style="list-style-type: none"><li>Generated \$5,000+ in sales in two weeks, strengthening client relationships and driving growth</li><li>Served as main client contact from payment to execution, managing contracts and communications</li><li>Coordinated with multiple vendors for catering and sports seasons, ensuring timely execution</li></ul>	
<b>FINANCE INTERN</b> <i>Skyward Construction Group</i>	<b>Jun 2025 – Aug 2025</b> <i>Roanoke, TX</i>
<ul style="list-style-type: none"><li>Streamlined financial reports to support precise budgeting and informed decisions</li><li>Collaborated on analyses to support strategic cost optimization</li><li>Implemented SOPs to ensure accurate budget reviews</li><li>Reconciled vendor invoices against purchase orders, resolving discrepancies to complete month-end close accurately.</li></ul>	
<b>OPERATIONS AND MARKETING INTERN</b> <i>Skyward Construction Group</i>	<b>Nov 2024 – Jun 2025</b> <i>Roanoke, TX</i>
<ul style="list-style-type: none"><li>Manage 15+ project schedules, ensuring timely completion and client satisfaction</li><li>Identify labor savings through detailed time studies, optimizing resource allocation</li><li>Develop BOM slideshow, streamlining installation processes</li><li>Supervise interns, improving onboarding and scheduling</li></ul>	
<b>SUMMER ASSIST TO HEAD FINANCIAL ADVISOR</b> <i>The Penn Valente Group at Baird</i>	<b>Jun 2025</b> <i>Dallas</i>
<ul style="list-style-type: none"><li>Presented strategies to engage younger clients, aligning with evolving wealth transfer and digital communication trends</li><li>Analyzed client portfolios and market research, delivering insights that informed segmentation, targeting, and investment strategy discussions</li></ul>	

- ◆ Partnered with senior advisors to refine advisory frameworks, strengthening client relationship management and aligning recommendations with investor goals

### **ACCOUNTING AND OPERATIONS SUMMER INTERN**

*Kristi Hopper Designs*

**May 2024 – Aug 2024**

*Lewisville, TX*

- ◆ Prepare accurate tax documents for 20+ accounts, ensuring compliance for clients
- ◆ Streamline office workflow by managing tasks and deadlines
- ◆ Support CPA and attorney during audits, resolving discrepancies
- ◆ Coordinate vendor deliveries to meet project schedules

### **MARKETING INTERN**

*Housewright Marketing*

**Jun 2023 – Dec 2024**

*Southlake, TX*

- ◆ Supported office operations with administrative tasks
- ◆ Implemented data-driven marketing strategies for improved client outreach
- ◆ Conducted research on market trends to inform campaign development
- ◆ Maintained accurate records of marketing initiatives and outcomes

### **JUNIOR SALES MANAGER**

*Pure Barre*

**Dec 2022 – May 2023**

*Coppell, TX*

- ◆ Led sales meetings to increase team productivity
- ◆ Enhanced merchandise sales by 10% through targeted strategies
- ◆ Recruited 50+ members, improving team retention
- ◆ Built strong client relationships to support sales growth

### **SALES ASSOCIATE**

*Pure Barre*

**Dec 2021 – Dec 2022**

*Coppell, TX*

- ◆ Generated 25+ weekly leads by executing strategic cold-calling
- ◆ Conducted 50+ daily cold calls, driving consistent membership growth

## **SKILLS**

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Customer Retention, Client Relations, Analytical Thinking, Team Leadership, Process Improvement, Financial Reporting, Strategic Communication, Adaptability, Business Analysis, Operational Efficiency, Business Development, Financial Strategy

## **ADDITIONAL INFORMATION**

### **HONORS AND AWARDS**

- ◆ The National Society of Collegiate Scholars
- ◆ Alpha Lambda Delta Honor Society
- ◆ Phi Eta Sigma Honor Society
- ◆ Chancellor's Honor Roll & Dean's List
- ◆ Texas Glass Association Scholarship Recipient

### **ACTIVITIES AND VOLUNTEER EXPERIENCE**

- ◆ Ole Miss Business Club (Executive Position)
- ◆ Ole Miss Business Communications Department Guest Speaker (Ted Talk for students on investing strategies)
- ◆ Ole Miss Finance Club
- ◆ Collegiate Management LLC
- ◆ Caring Companions