

AAINA SHARMA

888 West 2nd Street, Suite 300, Reno, NV 89503
(775) 786-2003 phone; (775) 201-9655 fax
aaina@praxisreno.com

PROFESSIONAL EXPERIENCE:

Praxis Consulting Group LLC, Reno, NV (May 2017-present)

Project Manager

- Prepared funding applications for RAD and tax-exempt bond, including a public housing authority RAD Portfolio Conversion
- Managed financial closings including tracking outstanding items, coordinating the work of third-party consultants, reviewing reports, assembling due diligence, drafting documents, and taking part in closing calls
- Collected, compiled, and analyzed large sets of statistical and demographic data for Houston Housing Authority's Portfolio Assessment
- Performed various administrative tasks, including updates to the company website

Junior Achievement, Reno, NV (August 2013-August 2016)

Volunteer: Student and School Recruiter

- Responsible for confidently selling and promoting the merits of the Junior Achievement program with target school administrators and prospective volunteers through different presentation strategies
- Performed a variety of administrative tasks, including coordinating discussions with school administrators and student volunteers
- Facilitated the development of business plans with students to provide lessons on financial literacy

University of Nevada, Reno (August 2015-May 2016)

Supplemental Instructor: Economics and Accounting

- Developed unique and flexible lessons that catered to the specific needs of students to facilitate the understanding of the subject matter
- Assisted students with the understanding of the basics of data collection, data entry and analysis of raw data

EDUCATION:

University of Nevada, Reno (May 2017)

Bachelor of Arts in Economics, Minor in Spanish

Honors Program: Thesis Title—*Analyzing the Catalysts and Drivers of Asset Price Bubbles*

Degree Honors: Summa Cum Laude, Cumulative GPA: 3.986