William Cunningham *110 Burkhall Street, Unit N, Weymouth MA 02190* 781-803-3702/339-206-0255
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Summary

Experienced professional with a 15 year career in finance, investor relations, intellectual property research, and website hosting, design and maintenance.
Excellent written and verbal communication skills with executive and C-Suite level personnel.
Proactive approach to problem solving, building client base and strengthening client relationships in-line with company strategic goals.
Strong analytical and organizational skills necessary in highly regulated business markets that demand legal and regulatory compliance, due diligence, disclosure and transparency.
Dependable and reliable within highly competitive, fast-paced environments where leadership skills are needed to reach critical time-sensitive deadlines.

Employment

New York Life Insurance Co., Bridgewater MA April - August 2016
Agent, Life Insurance

Thomson Reuters, Boston MA February 2007 - February 2012
Product Specialist – Webhosting, Investor Relations

Design, edit and maintain IR websites and investor relations activities for 60 corporate accounts totaling approximately half billion dollars market capitalization
Managed quarterly earnings and investor event webcasts; set up and monitor webcasts to ensure overall success to market and financial analysts
Cross-sell and match client needs to product and service solutions; accounts totaled $4.5 million in Markets Corporate Services spending
Train clients on the use of new products and services, conduct training sessions via WebEx on Thomson proprietary information services
Audit investor websites for compliance and review to identify new product opportunities
Recognized for most sales leads in 2010 for Release Publishing Web Disclosure initiative campaign

Thomson Compumark (Thomson Reuters IP Solutions), Quincy MA May 1996 - 2007
Senior Client Services Representative & Analyst

Worked with intellectual property and litigation attorneys on trademark and copyright research, monitoring, and branding issues
Managed relationships of top tier accounts, predominantly law firms, production studios, advertising agencies, marketing firms and Fortune 500 corporations in the New York region
Implemented training course materials for new hires on trademark research and intellectual property law; mentored new hires; quality checked all order entry; worked on various new product initiatives, including billing initiatives and transition from legacy order entry system
Responsible for all electronic billing for Thomson clients
Senior trademark research analyst, provided quality legal reports, quality checked research reports; processed workflow; conducted online search using various proprietary Thomson, Dialog and Westlaw databases

Education

Boston College *1995*
Bachelor of Arts in Political Science, Irish Studies

University of Massachusetts – Boston *Ongoing*
Master of Business Administration (Finance MBA)

Experience Profile

I was a global account manager in Investor Relations for five (5) years at **Thomson Reuters**. My entire 15 years at Thomson Reuters has prepared me for the intricate demands of today's business world. I have extensive client experience dealing with investor relations professionals, C-Suite Level executives, financial analysts, both M&A and litigation attorneys, regulators, and web developers. I am a Boston College graduate working towards completing my MBA.

During my time at Reuters Financial Risk and Markets Group I managed IR webpages, coordinated earning calls/webcasts, investor presentations and shareholder meetings for top-tier accounts. Clients relied upon me for compliance rules and regulations as they pertained to their IR webpages. I coordinated earning calls/webcasts, scheduled events, investor presentations and shareholder meetings for top-tier accounts.

I used more database resources (from proprietary to the web) for problem resolution, calendar event creation, regulatory actions, press releases, obtain insider information on stakeholders, or analyst reports from as many information or raw data sources as possible. I am familiar with SEC regulations, Reg FD, insider trading, market exchanges and the emerging HFT industry, having read regulatory actions, press releases and White Papers from as many sources as possible.

I am already accustomed to a fast paced professional work environment, and all manner of client legal and regulatory investor requests; handling multiple calls, emails, messages, and client issues simultaneously; scheduling events and roadshows, webcasts, mergers and acquisitions, IPO launches, issuing press releases and confidential material information under embargo (e.g. earnings releases, quarterly financials, M&A and IPO announcements); launching new websites and webpages pertaining thereto, company financial presentations and investor material on schedule and within applicable regulatory guidelines.

I am familiar with Financial, Legal and Client Account management industry job requirements. During my stint at **New York Life Insurance Company,** I was immersed in *Best in Class* customer sales management classes and acquired my Life Insurance license. While at **Reuters** I worked demanding schedules solving time-sensitive problems and documenting issues, resolutions, and process improvements, within applicable regulatory guidelines in-line with company goals. I would appreciate your consideration.

Other Skills

MA Life Insurance license; Website hosting and maintenance; Microsoft Office suite, including Sharepoint; Google Docs software; HTML coding and editing; SalesForce; Adobe software suite; all Thomson proprietary systems such as Thomson ONE, FirstCall, StreetEvents, Hugin Release Publishing, and Mobile Applications Market Board and Reuters Insider; Streaming multimedia, audio, video and webcasting.

Memberships

Boston College Club *and* **The Angel Fund** *for ALS Research*
Denice M Cunningham Foundation, *Chairman and Founder*

Dear hiring manager,

I am sincerely hoping for a new career within an organization that offers challenges and opportunities, and I want to tell you about myself. I have been job searching for 5 years and need a chance to interview and prove how valuable I would be as an employee.

I am a Boston College graduate who worked 15 years at Thomson Reuters. I worked in the intellectual property, and financial markets risk units. I gained valuable professional experience working for a global company and with executive clientele. Throughout my career I have been reliable, responsible, and a problem solver. I worked with management executives, C-Suite executives, lawyers, litigation attorneys, paralegals, IROs and all manner of financial professionals. I established strong relationships with my clients, and I was assigned to work with either the top-tier accounts or the at-risk accounts.

Recently, I was training with New York Life Insurance Company and my professional goal is to get back into the financial markets on the regulatory, investment, risk or compliance side. I managed investor relations accounts during the run up to the Financial Crisis and through the fallout of the Recession. I was keenly aware of what was happening to the markets; I was able to work effectively with financial professionals, understand and explain setting up urgent conference calls or webcasts or adding new language on their website for their shareholders. I learned so much working through the Crisis and was exposed to many complex financial situations. I was directly involved with these clients and dealt with issues calmly and efficiently. I worked through problems from beginning to end. I was able to explain issues and resolutions along the way to clients and colleagues. I worked long 14 hour days during my years at Thomson Reuters and gained valuable experience, which makes me a better, well-rounded and versatile candidate for future positions.

My 15 year career came to an abrupt end in 2012, and the business unit was quickly sold-off the year after. In 2011 I received a performance rating Exceeding Expectations and was half-way through an MBA program; in my 2012 annual performance review with a new manager we talked about goals for the upcoming year. I mentioned my mother was showing signs of ALS (which runs in the family) and wondered how I would manage taking care of her as an only child. The next week I was let go after 15 years of dedicated service. I became the sole caretaker for my mother for the next year and a half; I was her nurse, her doctor, her pharmacist, her lawyer and financial advisor. I was her only advocate, and I was her son.

Thereafter I began my job search in earnest, and as a candidate I offer professional experience, a well-rounded legal and financial background, and analytical skill-set. I have an education, a work ethic, and deal with pressure situations with a clear head and calm demeanor.

I have learned invaluable lessons from every colleague and client I have worked with; every book or white paper or regulation I read made me smarter; every client I spoke to gave me new perspective. And while life is not always fair and the best plans don’t always work out, losing my job and my mother has built character and made me stronger. I am someone that will fit your organization; I know I will be a positive asset and contributor either in this position or another. I would just like a chance to compete and prove that I can be.