

Kieu Mi Luu

Atlanta, GA | min0964547@gmail.com | (929) 732-5121 | LinkedIn

PROFESSIONAL SUMMARY

Finance undergraduate at Georgia State University concentrating in FP&A and capital asset controls. Experienced in CapEx tracking, audit compliance, cost reconciliation, and financial reporting across real estate, venture capital, and retail operations. Proficient in Advanced Excel and Power BI.

EDUCATION

Georgia State University, J. Mack Robinson College of Business

Atlanta, GA

Bachelor of Business Administration (BBA) in Finance | FP&A Concentration. Selected

Expected May 2028

Participant, Morgan Stanley Early Insights Program (Fall 2026); Standout Recognition, Bank of America – The Private Bank Job Simulation (Forage).

Relevant Coursework: Financial Accounting (ACCT 2101), Corporate Finance (FI 3300), Excel Financial Modeling, Cost & Managerial Accounting

EXPERIENCE

Development & Operations Bridge Analyst

October 2026 – Present

BXP, Inc. & Project Destined

Remote / Atlanta, GA

- Forecasted CapEx budgets and asset lifecycle performance across institutional facilities, identifying \$50K in operational efficiencies through multi-year variance analyses and milestone schedule modeling.
- Monitored project phase timelines across commercial portfolios, mitigating delivery delays by 15% through proactive schedule synchronization with property teams.

Venture Capital & Deal Sourcing Extern

September 2026 – Present

HP Tech Ventures (Extern, Inc.)

Remote

- Evaluated early-stage technology investments (\$1M–\$40M, <\$200M valuation), accelerating screening throughput by 25% through structured research workflows and quantitative valuation benchmarks.
- Earned formal leadership commendation on the Andromeda Surgical Investment Thesis by synthesizing TAM/SAM/SOM market sizing, proprietary IP, and competitive data.

Operations Lead & Client Engagement Manager

January 2026 – June 2026

Glamour Nail Bar

McDonough, GA

- Reconciled daily revenue streams and cash drawer balances with 100% audit compliance across \$5,000+ in daily receipts, enforcing internal control procedures and expenditure batch verifications.
- Reduced supply cost variances by 12% by managing PO tracking and vendor invoice reconciliations across 25+ workstations.

Crew Trainer & Customer Operations Specialist

September 2021 – November 2022

McDonald's

Brooklyn, NY

- Audited register terminals with 100% accuracy across shifts processing \$3,000+ in daily transactions; trained 12+ new team members on POS navigation, cash handling, and compliance.

PROJECTS

Project Destined (Sponsored by CBRE, JLL, Eastdil Secured, Starwood Capital)

September 2026 – Present

Real Estate Financial Underwriting Fellow

- Engineered dynamic 5-year property pro formas and cash flow models for multifamily assets, evaluating NOI, cap rates, and DSCR under shifting interest rate environments.
- Quantified \$1.2M in downside valuation risk through sensitivity analyses across vacancy fluctuations (5%–15%) and 50-bps cap rate expansions.
- Presented an institutional investment memorandum to a panel of private equity judges, advancing to Level 2: Asset Valuation.

Capital Budgeting, Accruals & Month-End Close Simulation

Fall 2026

Financial Modeling & Corporate Accounting Project

- Executed simulated month-end close cycles by preparing cost corrections, expenditure batch transfers, and journal accruals, reconciling general ledger entries with 100% balance sheet accuracy.

SKILLS

Financial Analysis & Reporting: Compliance Documentation, CapEx Tracking, Cost Accruals, Budget vs. Actual Variance Analysis, Month-End Close Support, PO Tracking, Financial Forecasting, Cash Flow & Pro Forma Modeling

Software & Systems: Advanced Microsoft Excel (Pivot Tables, XLOOKUP, VLOOKUP, INDEX/MATCH, Sensitivity Tables, What-If Analysis), Microsoft Power BI, Microsoft PowerPoint, Google Workspace, POS/ERP Databases

Certifications & Programs: Real Estate Development Certification (BXP), Goodwin PE M&A Simulation, GREC Real Estate Pre-Licensing (70/75 Hours Completed), FINRA SIE Exam Candidate

Languages: English (Fluent), Vietnamese (Native / Bilingual)