

ANDREW P. ST. MARTIN

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PROFESSIONAL EXPERIENCE

BABSON COLLEGE FUND, Wellesley, MA May 2009-Present
Portfolio Manager, Consumer Sector

- Selected by Babson College Trustees and faculty to manage a portion of the Babson College Endowment.
- Apply fundamental analysis to value securities and make recommendations for investment.
- Create and present equity research reports to the Babson community and investment professionals.
- Conduct research by visiting corporations and attending industry events.

ANCHOR CAPITAL ADVISORS, LLC, Boston, MA March 2006-Present
Operations Associate

- Balance and reconcile investment portfolios and audit portfolio records to those of custodian.
- Manage, process, and verify corporate action transactions and their effects on portfolios.
- Assist clients in understanding corporate action and tax consequences.
- Maintain multiple databases with Advent Software products to process dividend and interest payments as well as monitor trades.
- Implement new procedures and streamline technologies to decrease month-end processes and reduce error.
- Develop new reports and write macros and scripts to assist daily processes.

STATE STREET CORPORATION, Quincy, MA December 2003-March 2006
Income Controller II, Market Specialist

- Monitored and reconciled dividend and interest payments from subcustodians in international markets.
- Balanced and rectified internal accounts with subcustodian records.
- Collaborated with different departments to restructure and simplify departmental duties and processes.
- Answered client inquiries, corresponded with subcustodian banks, and trained new employees.
- Completed Six Sigma Yellow Belt Certification Program at State Street and developed statistical skills and analytical tools to improve processes and increase customer satisfaction.

EDUCATION

BABSON COLLEGE, F.W. OLIN GRADUATE SCHOOL OF BUSINESS, Wellesley, MA 2007-Present
Candidate for Master of Business Administration degree, 2010.

HARVARD EXTENSION SCHOOL, Cambridge, MA Spring 2006
Completed a course in Financial Accounting Principles

COLBY COLLEGE, Waterville, ME 1999-2003
Bachelor of Arts degree in History, May 2003.
Bachelor of Arts degree in Classics, May 2003.

- Cum Laude and with Distinction in both majors.
- Dean's List: Spring 2000 through Spring 2003 (all semesters).

ADDITIONAL INFORMATION

Skills and Training

- Microsoft Office (Excel, Word, and PowerPoint) and some VBA.
- Advent Software (Axy, Dataport, Dataexchange, Rex, and Moxy).

Personal

- Board Member and Secretary of the Paul St. Martin Charitable Corporation.
 - Educates and funds research for preventive cardiology.
- Initiator and Presenter of the Paul St. Martin Scholarship Fund at Catholic Memorial High School.
- Class of 1999 Agent and Member of the Catholic Memorial High School Reunion Committee.