Pamela C. Schultz

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Highly regarded supervisory analyst (SA) and editor with extensive experience reviewing global investment research, with notable expertise in Asia research gained at Goldman Sachs, Macquarie and Deutsche Bank. Well versed in regulatory requirements regarding language, valuation and risks. Very strong editorial skills, with particular strength in reviewing research by analysts who are not native English speakers. Skilled in coaching analysts on how to improve the structure, clarity and quality of their research as needed. Very organized and accustomed to working on multiple projects under very tight deadlines. Series 16, 7 and 63 license holder.

Professional Experience

**Deutsche Bank New York, NY Feb 2017 – Aug 2019**

Vice President, Supervisory Analyst – Global Markets

* Ensured that research produced by global equity and fixed income analysts, strategists and economists based in Europe, Asia-Pacific and the US conformed to SEC, NYSE and FINRA regulations as well as country-specific laws and firm standards.
* Worked with the Control Room on sensitive and restricted names on a daily basis.
* Edited and rewrote research written by non-native speakers of English as needed.
* Managed workflow to ensure that Asia research was reviewed, cleared and published prior to the Asia morning call.

**Cantor Fitzgerald New York, NY Apr 2016 – Feb 2017**

Vice President, Supervisory Analyst – Equity Capital Markets

* Ensured that research produced by US research analysts conformed to SEC, NYSE and FINRA regulations as well as country-specific laws and firm standards; worked regularly with the Control Room on sensitive and restricted names.
* Reviewed financial models to ensure soundness and consistency.
* In collaboration with colleagues and the head of compliance, updated the Research Production Guide to reflect regulatory changes and research department standards.

**Brean Capital New York, NY Dec 2015 – Mar 2016**

Contract On-Call Supervisory Analyst and Editor – Equity Research

* Ensured that technical and equity research on US stocks and ADRs of companies domiciled in China, Canada and Europe was in compliance with SEC, NYSE and FINRA regulations as well as firm standards.

**Macquarie Capital New York, NY Feb 2011 – Feb 2015**

Supervisory Analyst and Editor, Executive Level – Global Investment Research

* Ensured that research produced by global equity analysts, strategists and economists based in Asia-Pacific, Europe and the US conformed to SEC, NYSE and FINRA regulations as well as country-specific laws and firm standards; worked regularly with the Control Room on sensitive and restricted names.
* Approved research written by third-party analysts for distribution in the US.
* Edited and rewrote research and presentations written by non-native speakers of English as needed.
* Created and delivered a presentation to US-based associates on how to write effective investment research.

**Goldman Sachs Group New York, NY and London, UK** **Oct 2007 – Nov 2010**

Vice President, Supervisory Analyst – Global Investment Research

* Ensured that research produced by Asia-based equity analysts, portfolio strategists and economists conformed to SEC, NYSE and FINRA regulations as well as country-specific laws and firm standards; worked regularly with the Control Room on sensitive and restricted names.
* Edited and rewrote notes, reports and presentations as needed.
* Selected and wrote summaries of published Asia research on Goldman Sachs’ portal for clients.
* Mentored and coached new overseas analysts and associates on investment research writing best practices.

**Natixis Bleichroeder Inc. New York, NY Feb 2006 – Feb 2007**

Vice President, Supervisory Analyst – Investment Research

* Reviewed and cleared US reports, technical research, models and presentations to ensure compliance with SEC, NYSE and NASD regulations.
* Edited and approved research by France-based analysts and third parties for distribution in the US.
* Compiled daily morning notes package for the sales team prior to the morning call.

**Standard & Poor’s New York, NY Feb 2005 – Feb 2006**

Supervisory Analyst – US Equity Research

* Edited and reviewed stock reports, MarketScopes, *The Outlook* (a weekly report), and technical and strategy notes to ensure conformance with SEC, NYSE and NASD regulations and company standards.
* Reviewed analyst television interviews for corporate compliance and provided required disclosures.
* Helped a China-based analyst improve her English writing and communication skills in weekly sessions.

**Citigroup (Smith Barney) New York, NY Feb 2002 – Feb 2005**

Editor and Supervisory Analyst (from Aug 2004) – US Equity Research

* Edited and reviewed equity, technical and quantitative research reports to ensure that all were in compliance with SEC, NYSE and NASD regulatory and company standards.
* Edited and condensed call notes for publication in the *Portfolio Strategist*, a weekly product sent to institutional and retail clients; oversaw proofreading of this report as part of the closing team.
* Collaborated with the editorial manager on the house style guide for investment research.
* Edited and restructured a 200-page banking report that was named “Report of the Month.”

**Goldman Sachs New York, NY Sep 1998 – Feb 2002**

Senior Executive Research Assistant

*Sep 1998* ***–*** *Aug 1999 employed by* *United Staffing Temporary Agency*

* Edited analysts’ reports, including industry overviews, company reports and call notes.
* Wrote news stories for the *Latin America Construction Surveyor*; edited and wrote sections of the *Precious Metals Weekly*.
* Created exhibits and maintained valuation spreadsheets, client database and client handouts.

Professional Licenses and Coursework

* Series 16, 7 and 63 licenses
* Financial Copyediting, NYU School of Continuing Education – Fall 2001
* Fundamentals of Accounting, NYU School of Continuing Education – Fall 1999

Previous Work Experience

* National Account Sales Manager, Simon & Schuster and Penguin Putnam, Inc., New York, NY, 1995-1998
* Various roles culminating in Assistant Manager of Merchandising at Barnes & Noble in Roseville and Woodbury, MN, 1991-1994

Education

* Bachelor of Arts, English Literature, University of Minnesota – June 1995
* Summer Publishing Institute, New York University – June 1995

Computer skills

High comfort level with Microsoft Word, Excel and PowerPoint (Office 365 for Windows and earlier versions); proprietary research workflow and web-based publishing software; BlueMatrix; and Adobe Acrobat 2019.