Jose Tenenbaum

978-505-5668 | jst859@miami.edu | www.linkedin.com/in/josetenenbaum

EDUCATION

University of Miami, Miami Herbert Business School Coral Gables, FL
Bachelor of Business Administration in Entrepreneurship, Minor in Business Law Expected May 2028
Coursework: Business Analytics; Introduction to Business Law & Ethics; Business Tech & Innovation

WORK & LEADERSHIP EXPERIENCE

EG Capital Remote
AI Systems Intern May 2026 – Present

- Build the firm's marketing websites with Claude Code: eg-capital.co, live since November 2026, and earlier a site for its family office division, with a source behind every claim on the page
- Review website copy for compliance with the SEC Marketing Rule and FINRA Rule 2210 with AI marketing-rule checkers, flagging claims for counsel to clear and keeping the required disclosure intact
- Develop a client reporting portal for the family office division that computes net worth and allocation from statements and shows where each figure came from; 1,760 automated checks passing, demo data only
- Screened 250+ podcast guest prospects, 148 of whom passed diligence, with an agentic research system that checked SEC filings and state records; sent each invitation by hand (June to October 2026)

Huntsman Cancer Institute UM chapter, Coral Gables, FL
Fundraising Officer January 2025 – Present

- Organize fundraising and cancer-awareness events for a fraternity that raised $272,000+ for Huntsman Cancer Institute across the 2024 to 2026 academic years
- Keep the Excel call list of donor names and numbers that the volunteers work from

3rd-i Remote
Marketing Intern November 2024 – January 2025

- Produced 50+ Instagram posts (memes, infographics, short-form edits of interview content) in Canva and CapCut to build an audience for a personal safety app before its launch
- Adapted trending topics into reels and checked each one with the CEO and the social media team

Gate City Athletics Remote
Intern August 2023 – February 2024

- Maintained the Excel database of front-office staff for all 32 National Football League teams, with each name, email, position and region, that the sports agency's agents used for outreach and contract planning
- Verified the records weekly and logged agent-specific notes so no agent wrote to someone who had left

Boys & Girls Club of Assabet Valley Maynard, MA
Counselor July 2020 – August 2023

- Earned promotion from Counselor-in-Training to Counselor and ran the daily program for grades 2–5 as the adult the group looked to all day
- Mentored campers and worked with senior staff on how the program itself ran

SKILLS, ACTIVITIES & INTERESTS

Technical Skills: Builds AI agent systems and websites with Claude Code daily; proficient in Microsoft Excel, Figma and Tableau
Certifications: Entrepreneurship Specialization, The Wharton School (Coursera); Figma Certification (Coursera)
Activities: Volunteer, Kicks for Cancer charity soccer game
Interests: Boston sports; movies (Good Will Hunting, 300); Chipotle