

ABBY ACCOUNTING
AbbyAccounting@clemson.edu
864-000-0000
LinkedIn URL

EDUCATION

Bachelor of Science in Accounting

Clemson University

Minor: Finance

December 20xx

Clemson, SC

GPA: 3.34/4.00

ACCOUNTING EXPERIENCE

Accounting Intern

Powers Associates

August 20xx - December 20xx

Clemson, SC

- Evaluated monthly reports with accounting managers resulting in strategic report updates for Powers Associates' clients
- Helped prepare debit and credit documents for 100+ clients

Accounting Records Intern

Griffin Partnership

May 20xx - August 20xx

Atlanta, GA

- Facilitated weekly audits of 20 varying accounts to ensure up to date records
- Served as a role model and resource for 12 new interns

OTHER EXPERIENCE

Lifeguard Manager

Sunflower Ridge Neighborhood

Summers 20xx - 20xx

Atlanta, GA

- Managed a safe and secure 800 sq ft pool while enforcing rules and policies
- Participated in training and helped others obtain Water Safety Certifications

LEADERSHIP & CAMPUS INVOLVEMENT

Vice President

Delta Sigma Pi - Professional Business Fraternity

January 20xx - Present

- Headed the nominating committee for the next executive board
- Oversee a committee of three students who promote mental health on campus through tabling and hosting guest speakers

Student Advisory Board Member

Wilbur O. and Ann Powers College of Business Student Advisory Board for Accounting

August 20xx - May 20xx

- Served as the liaison between students and faculty for the Department of Accountancy and Wilbur O. and Ann Powers College of Business
- Mentored 12 new students who were interested in the Department of Accountancy

TECHNICAL SKILLS

Fluent in Spanish

Excel Pivot Tables

Quick Books

Enterprise Resource Planning (ERP)

