

SAMUEL B. EXAMPLE

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Residence (xxx) xxx-xxxx
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OBJECTIVE: Auditor position in the public accounting field.

SUMMARY OF QUALIFICATIONS:

- Internship experience with ABC Corporation in Long Beach.
- Comprehensive financial experience including financial statement preparation, billing, and internal auditing.
- Remarkable attention-to-detail skills with the unique ability to coordinate multifaceted activities; determine and analyze problems and implement corrective actions.
- Detail-oriented, accurate and quick with numbers.
- Analytical problem solver with a strong ability to employ all available resources to develop effective solutions.
- Promote positive work environment and contribute as cooperative team player.
- Proficient with MS Office, Windows, XP, Email, Peachtree, and Internet.

EDUCATION:

DeVry University – Long Beach, CA BS Business Administration 2004
3.8 GPA **Emphasis:** *Accounting*

Emphasis:

- Financial Accounting
- Managerial Accounting
- Personal Taxation
- Financial Reporting
- Accounting Technology
- Data Analysis

EXPERIENCE:

DeVry University 1999 to 2004
Long Beach, CA

- Produced and accurately maintained financial statements for various projects including the integration of international accounting standards into GAAP.
- Coordinated activities between students, alumni, administrators, and accounting firm representatives; orchestrated successful meetings, educational and networking sessions.

ABC Corporation, Accounting Intern 2000
Long Beach, CA

- Completed **800 internship** hours working with accounting department: updating general ledgers, security accounts, and access database.
- Completed bank reconciliations.

GROUP AFFILIATIONS AND HOBBIES:

President of Beta Alpha Psi 2003 – 2004