JEROME FELDER

Accountant

CONTACT

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(123) 456-7890

Brooklyn, NY

/in/jerome-felder-b9439465 in

EDUCATION

Bachelor of Arts
Accounting
University of Pittsburgh
2016 - 2020
Pittsburgh, PA
GPA: 3.65

RELEVANT COURSES

Financial Accounting
Managerial Accounting
Intermediate Financial Reporting
Accounting Information Systems
Individual Tax Accounting &
Planning

SKILLS

GAAP
QuickBooks
Microsoft Excel
Financial Reporting
Auditing
Expense Reporting
Accounts Payable

WORK EXPERIENCE

Staff Accountant Internship

Novogradac

April 2019 - August 2019 / San Francisco, CA

- Completed tax engagements for 2 Fortune 500 companies as directed by Manager
- Conducted business specific research for a pharmaceutical company and made recommendations that were adopted by partners
- Developed effective client relationships through professionalism and follow-through
- Proactively identified and communicated potential problem areas as related to a reporting issue for a client
- Assisted in evaluating the deisgn and operating efficacy of internal controls over financial reporting
- Documented and evaluated risk exposures relating to client organization's governance, operations, and information systems

Bank Teller

TD Bank

January 2017 - August 2020 / Pittsburgh, PA

- Worked 20 hours per week as a bank teller at a TD bank near campus while studying full-time
- Processed deposits and withdrawals on customers' savings, checking, and commercial accounts
- Prepared daily proof sheet at the close of business each day to account for all transactions
- Accepted payments for mortages, consumer loans, passbook loans, commercial loans, and safe deposit box rentals
- Answered customer inquiries in person and on the telephone and forwarded complex issues to supervisor