
FREDONIA

The Look Book

Fredonia's Accounting and Finance Candidates

Fall 2021 Edition

State University of New York at Fredonia

School of Business

Department of Business Administration
Accounting and Finance Programs



AACSB
ACCREDITED

FREDONIA

STATE UNIVERSITY OF NEW YORK

September 13, 2021

Dear Employer:

The Accounting and Finance Faculty of the State University of New York at Fredonia School of Business is pleased to present the Fall 2021 edition of *The Look Book*. This book contains the resumes of the juniors, seniors and fifth-year students in our accounting and finance programs, organized first by expected graduation date, then by expected degree and alphabetically by name. As you may already know, Fredonia offers a Bachelor of Science in Finance degree and a Bachelor of Science in Accounting degree with a fifth-year option that leads to a Bachelor of Science in Public Accountancy degree. The seniors and juniors in our program are currently interviewing for entry-level positions and internships. Please give them your consideration when recruiting.

If you need more information on our programs, please visit our [Web site](#). If you would like any other assistance, please email Business.School@fredonia.edu, or call (716) 673-3505. To arrange for on-campus recruiting, please see the *Career Development Office Services for Employers* page next for information about our Career Development Office.

Sincerely,

State University of New York at Fredonia
School of Business
Accounting and Finance Faculty

Linda Hall, CPA, CMA, CGMA, Ph.D.

Debora Becerra, J.D.

Julie Fitzpatrick Szpylman, Ph.D.

Louann Laurito-Bahgat, CPA CFE

Michael Lombardo, J.D.

Justin Mindzak, CPA, Ph.D.

Mark Nickerson, CPA MBA

John Olsavsky, M.S.

Taihyeup Yi, Ph.D.

So-Jin Yu, Ph.D.

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STATE UNIVERSITY OF NEW YORK

Engagement Opportunities with the Career Development Office

Fredonia was ranked 13th among top public universities in the North by *U.S. News & World Report* in its 2020 edition of "America's Best Colleges." Fredonia has been ranked as a best university by *U.S. News & World Report* since 1989.

Partner with us!

- **Post Jobs and Internships:** Promote your opportunities in [FREDNetwork \(powered by Handshake\)](#), our online job and internship career management system accessible to thousands of current students and alumni. **Nearly 20,000 jobs and internships were listed in 2019-20!** The Handshake system makes it easy to post your positions. If you already have a **FREE** Handshake account, it's just a click to include Fredonia among the schools you post to. And if you don't, it's easy to set one up at <http://fredonia.joinhandshake.com>.
- **Receive Resumes and Conduct Interviews:** For the health and safety of students, recruiters and staff, we will be coordinating all interviews remotely this school year. We can accommodate interviews via videoconference (Zoom) or phone. Resumes can also be collected via your FREDNetwork account!
- **CDO Spotlight Program:** Offer a remote presentation via Zoom about your organization and available job and internship opportunities, and connect with students, student organizations, and faculty.
- **Career Events:** Reserve a spot at our annual Job & Internship Expo (which will likely be in March 2022), open to all Fredonia students and alumni. Registration will begin in January.

For additional information on these opportunities, our students, and our academic programs, please visit our Employer Services website at <https://home.fredonia.edu/student-life/career-development-office/employers>.

If you would like to reach out to Fredonia students and utilize our services during the coming school year, or if you would like to update your contact information with us, please call us at 716-673-3327 or email careers@fredonia.edu. Learn more about Fredonia at www.fredonia.edu.



The State University of New York at Fredonia does not discriminate illegally in any aspect of its college life because of race, color, sex, age, religion, marital or veteran status, sexual orientation, or non-job-related handicap, nor does it as a matter of policy do business with employers who do so discriminate.

The Look Book

Resumes of Accounting and Finance Candidates

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Kevin Loftus
Allison Price
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Jordyn Wilde

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Daniel Morrow

Bachelor of Science in Finance 14

Brett Hall
Shainee Islam
Domenic Monti
Sam Wagner

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Brian Chatt
Joel Hallett
Jeffry Hernandez
Alyssa Johnson
Adil Kadwa
Seungjun Lee
Markasia McCreary

Morgan Muriel

Katie Pitcher
Joshua Posnick

Andrew Rolf

Bachelor of Science in Accounting 31

Amy Crowe
Kevin Sheehan

Bachelor of Science in Finance 34

Michael Andalora
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Thomas Johnston
Katherine Krzywicki
Travis Langworthy
Parker Morrow
Michael Ruggiero
Dylan Scriven
Kevin Seybold

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August Bates
Luis Romero

Class of December 2022

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 Christopher Shepp
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 Sawyer Mohny

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 Victoria Bugenhagen
 Angelique Evans
 Alexander Fickel
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 Trevor Gehen
 Matthew Hill
 Portia McCrimmon

Bachelor of Science in Accounting 65
 Jackson Berry
 Christopher Bollman
 Kurtis Borsi
 Julia Deland
 Yisel Fernandez-Arevalo
 Mitchell Laurie
 Haiyao Xiao

Bachelor of Science in Finance 73
 Talia Defay

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Bachelor of Science in Public Accountancy 79
 Jenna Leid
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Bachelor of Science in Public Accountancy 89
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Resumes of Accounting and Finance Candidates

Class of December 2021

(in alphabetical order)

Bachelor of Science in Public Accountancy

Hannah Boothe

George Cooke

Kevin Loftus

Allison Price

Brianna Serrano

Jordyn Wilde

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STATE UNIVERSITY OF NEW YORK

School of Business

Accounting and Finance Programs

Fall 2021 Edition

EDUCATION

State University of New York at Fredonia

Bachelor of Science, Public Accountancy, expected December 2021

Bachelor of Arts, Music

RELATED COURSEWORK

Principles of Financial Accounting
Cost Management
Accounting Information Systems I & II
Business Law I & II
Advanced Accounting

Principles of Managerial Accounting
Intermediate Accounting I & II
Taxation I & II
Auditing & Advanced Auditing
Accounting Theory & Research

WORK EXPERIENCE

Teacher Assistant, Oct. 2015 - present

Lake Shore Family Center, Irving, NY

- Reliable teacher assistant who adapts to multiple age groups and is flexible to alternative schedules based upon the organization's needs
- Assist with group activities accessible to all children and abilities
- Document incidents to supervisor, and provide an overview of each child's day to the parent/guardian upon request
- Adhere to NYS Office of Children & Family Services rules & regulations concerning work conduct & procedures

Cashier, May – Oct. 2020

Rite Aid, Fredonia, NY

Volunteer Income Tax Assistance (VITA), Site Coordinator, Feb. 2020 – Apr. 2021

SUNY Fredonia Technology Incubator, Dunkirk, NY

- Interviewed and communicated professionally with clients
- Demonstrated leadership capabilities in working with other coordinators, organizing preparers, and delegating tasks
- Demonstrated reliability and dedication with respect to job responsibilities

COMPUTER SKILLS

Microsoft Excel
TaxAct

Microsoft PowerPoint
TaxSlayer

Microsoft Access
Quickbooks Online

AWARDS & MEMBERSHIPS

- **Institute of Management Accountants CMA Scholarship** – awarded to 10 nominated students each year
- **Beta Gamma Sigma Honor Society** – awarded to students in the top 10% of their class
- **New York State Society of CPAs** – student member since 2021

GEORGE COOKE

Address: 1050 Elmwood Ave
Buffalo, NY 14222
Phone: 716-392-1713
Email: GEORGE.G.COOKE@GMAIL.COM
LinkedIn: GEORGECCOOKE

EXECUTIVE SUMMARY

BS Public Accounting student finishing 150 credit hour requirement while studying for CPA. I will be joining the Bonadio Group full time for the 2022 tax season as an Assistant Accountant.

SKILLS & ABILITIES

Expert at MS Excel, Proficient at rest of MS Office suite
VITA Certified Advanced Preparer
MiniTab Statistical Software
Proficient with TaxSlayer Pro ,TaxAct Pro, and Axxess Tax
Experienced with Engagement and Superforms

EDUCATION

State University of New York at Fredonia

BS Public Accounting, graduating December 2021

-Member of Accounting Society | Fall 2017-Present

-Delta Chi Fraternity | Fall 2017-Present

-Served as Treasurer. Fundraising and Philanthropy Chairs

-Ultimate Frisbee Team | Fall 2017-Present

Erie Community College

Business Administration Fall 2016-Spring 2017

- Enrolled in the Associates program for Business Administration and commuted from home while maintaining a full time job.

RELEVANT EXPERIENCE

Tax Intern, The Bonadio Group

December 2021-May 2021

-Prepared Federal, State, Multi-state, Foreign, and Trust returns in the midst of COVID changes..

-Main POA and Extension preparer across multiple offices.

-Constantly kept supervisors updated on progress, collaborated with peers, and spoke directly to clients.

-Maintained firm quality standards and kept track of budgeting

VITA Tax Preparer/Intern

Fredonia Technology Incubator | January 2020-Present

-Prepared federal and state tax returns at no cost to taxpayers

-Developed an understanding of the rules, regulations, and conduct expected from a professional accountant

Accounting Intern

Veterans Housing Coalition | May 2018-August 2018

-Assisted the CFO in reviewing invoices and general ledgers.

-Entered bills, made journal entries, managed vendor information using QuickBooks Desktop.

KEVIN P. LOFTUS

kploftus@fredonia.edu (716) 220-2110 7 Ashwood Court, Lancaster, NY 14086

OBJECTIVE

To obtain a professional career in the field of accounting to accentuate my customer service skills and application of industry knowledge in the workplace.

EDUCATION

State University of New York at Fredonia, Bachelor of Science (Expected December 2021)

Dual Majors: Public Accountancy and Business Administration: Finance

Honors Program

NAF Academy of Finance- Lancaster High School (NAF Track Certified)

Completion of Work Based Learning Program and Internship

DECA Competitor, placed top 10 in State Competition

TECHNICAL SKILLS

Certified in Microsoft Office: Word, Excel, PowerPoint, Access

TaxAct (VITA Certified), Minitab, Quickbooks

RELATED EXPERIENCE

Certified Income Tax Volunteer, VITA (Volunteer Income Tax Assistance Program), February – March 2020, 2021

- Prepared and filed federal and state tax returns for residents of Dunkirk and Fredonia
- Completed courses in order to be certified to volunteer to prepare and file tax returns

Accounting Application through Monopoly, Accounting Information Systems, Fall 2020

- Acted as CEO, CFO, and Shareholder by buying, selling, and renting properties then reporting these transactions according to US GAAP
- Measured, journalized, posted, and prepared multiple financial statements for all transactions

Cash Flow Estimation and Risk Analysis, Corporate Finance 1, Spring 2020

- Determine the sustainability of a company as it acquires more capital, equipment, and costs
- Derived through excel the multiple cash flows to calculate the NPV and IRR while also using MACRS to confirm the depreciation within the companies assets

UNIVERSITY & COMMUNITY INVOLVEMENT

NCAA Division 3- Captain and Player, SUNYAC Men's Soccer, 2017-Present

Collegiate Club Hockey Player, SUNY Fredonia, 2017-Present

Business Club Member, SUNY Fredonia, 2020-Present

Fundraiser Walkathon, Yards for Yeardeley, 2017-Present

School District Athlete Greeter, Celebrate Mondays – SUNY Fredonia, 2018-Present

Bowling Volunteer Assistant, Chautauqua County students with special needs, 2017-Present

EMPLOYMENT

Landscaper, BC Patios and Landscaping, Summer 2021

- Coordinated schedules with availability to ensure efficiency
- Responded to customer requests efficiently and with knowledgeable assistance

Clerk Cashier, Consumer's Beverages, Summers 2017-2020

- Communicated with an array of customers while providing helpful assistance
- Trusted with closing store duties as well as ensuring strict legal standards during sales
- Conducted inventory counts by adding each item in stock and documenting in the computer

ALLISON PRICE

pric2478@fredonia.edu | 716-969-6258 | 17 Johnson Street, Fredonia, NY 14063

Education

State University of New York At Fredonia | Fredonia NY
Bachelors of Science in Public Accountancy and Finance
Expected graduation December 2021- with 150 credits
GPA: 3.41

Related Experience

Sigma Kappa Sorority -Vice President of Finance

- Create a budget
- Handle debt
- Sending reports to Sigma Kappa Headquarters
- Manage money flow

Volunteer Income Tax Assistance (VITA), SUNY Fredonia, Spring 2021

- Help the elderly, low-income, and non-English speaking residents of the Dunkirk and Fredonia are to prepare and file their federal and state income tax returns.

Work Experience

Big Dipper Ice Cream Parlor | Dunkirk, NY

Manager

05/2017- Current

- Oversee all employees
- In charge of scheduling
- Assist with payroll
- Use of cash register
- In charge of inventory control

Fredonia Central School District | Fredonia, NY

Substitute Teacher

05/2019- 05/2021

- Filled in for teachers in grades kindergarten to 12th
- Frequently taught middle school and high school business and career courses

Honors/Scholarships

- Fredonia Honors Program/ Honors Award
- Alpha Lambda Delta Honor Society
- Mancuso Family Scholarship
- CMA Scholarship
- Dean's List 5 Semesters

Relevant Coursework

Proficient in Microsoft Office (Excel, Access, Word, Power point), TaxACT, and Quickbooks

Completed/Enrolled the following major courses:

Principles of Financial Accounting	Principles of Managerial Accounting	Statistical Analysis
Managerial Finance	Taxation I & II	Accounting Information Systems I & II
Intermediate Accounting I & II	Corporate Finance I & II	Accounting Theory & Research.
Auditing	Advanced Auditing	Advanced Accounting

Extracurricular Activities

Accounting Society- *President (2021), Vice President (2020)*
Fredonia Cheerleading- *Senior Captain and Home Routine Choreographer*

Brianna Serrano

4610 W Railroad Ave #3
Stockton, NY 14784
716-397-4006
BSerrano@fredonia.edu

EDUCATION:

State University of New York at Fredonia
Bachelor of Science, Public Accountancy, expected December 2021

- GPA: 3.75

Honors:

- Graduating Summa Cum Laude
- Dean's List – Fall 2018 to Spring 2021
- American Association of University Women Scholarship, 2019/2020
- Bennett Accounting Scholarship, 2019
- CH Patrick Jr. Memorial Scholarship, 2019 & 2021
- Beta Gamma Sigma Honor Society
- CMA Scholarship from IMA, 2020

RELEVANT EXPERIENCE:

AP Clerk, 10/15/2020 - present
Heritage Ministries, Gerry NY

- Reconciliation and data entry of ACH portion of accounts payable for this non-profit health care organization
- Establish efficient ACH process
- Maintain positive interactions with all vendors, residents, and family of residents
- Improve and maintain W-9 and 1099 process

VITA Coordinator, 2020 - 2021

Fredonia Technology Incubator, Fredonia NY

- Prepared tax returns for individuals using TaxSlayer software
- Coordinated program and supervised ten volunteer preparers
- Managed and quality reviewed taxpayer returns
- Provided a solid customer experience for all taxpayers

Logistics Clerk, 2015-2017

MD Electronics, Jamestown NY

- Created efficient training materials for new hires
- Trained new hires for logistics department
- Managed an average of one hundred comprehensive work orders for assembly line daily
- Prepared and quality-controlled parts for assembly line
- Maintained inventory of warehouse using As400

File Clerk, 2007-2009

Anderson Precision, Jamestown NY

- Transitioned paper files to electronic files
- Accurately and expediently organized newly created electronic files

Jordyn Wilde
3807 Cornell Street
Hamburg, NY, 14075
(716) 544-2078
wild1251@fredonia.edu

EDUCATION

State University of New York at Fredonia

Bachelor of Science, Public Accountancy, BSPA, December 2021

Bachelor of Science, Economics, BS, December 2021

Minor: Business Administration

JOB ACCEPTANCE

Lumsden McCormick, LLP

Position: Staff Tax Accountant

Start Date: January 2022

RELATED EXPERIENCE

Volunteer Income Tax Assistance (VITA) – Tax Preparer

January 2020 - Present

- Took on many clients personal tax returns and filed them with the skills obtained from Fredonia
- Worked with colleagues and learned new skills everyday while filing returns

MAJOR COURSEWORK COMPLETED/IN PROGRESS

- Principles of Financial and Managerial Accounting
- Intermediate Accounting I/II
- Taxation I and II (Individual, Corporate, and Partnership Taxation)
- Accounting Information Systems I/II
- Business Law I and II
- Audit I

ADDITIONAL EXPERIENCE

Arbys, Hamburg, NY - Server/Food Prep

August 2013 - Present

- Prep food daily in the morning to assure smooth daily operations
- Able to work the cash register and help with the internal controls of the company
- Serve customers and take orders at a fast pace/ high pressure shifts

Kickhouse, Orchard Park, NY - Instructor/ Sales Rep

January 2019 -Present

- Led group instructional classes serving as both a teacher and motivator for clients
- Assumed financial roles including inventory valuation, daily deposits, and reconciliations

Assistant Coach, Hamburg, NY- Assistant Coach

June 2013-Present

- Volunteered in coaching people in Track ages 4-20 each summer
- Handled all the Internal Revenues based off membership fees and expenses

HONORS/ACTIVITIES

- Freshman of The Year of Fredonia Cross Country/Track
- Business Club (2017-Present)
- Fredonia Cross Country and Track (2016-2019)
- Vice President of Accounting Society (2019-Present)
- Vice President of Pinky Swear for Cancer (2020-Present)

SOFTWARE PROFICIENCY

- Microsoft Office (Word, Excel, Access, and PowerPoint)
- Minitab (Data Analysis, Statistical, and Process Improvement Tool)
- Certified in Quickbooks ProAdvisor Online & TaxAct

The Look Book

Resumes of Accounting and Finance Candidates

Class of December 2021

(in alphabetical order)

Bachelor of Science in Accounting & Finance

Daniel Morrow

FREDONIA

STATE UNIVERSITY OF NEW YORK

School of Business

Accounting and Finance Programs

Fall 2021 Edition

DANIEL MORROW

4 Stevens Place, Chester, New York 10918

(845) 467-1449

Morr6102@Fredonia.edu

EDUCATION

State University of New York at Fredonia
Bachelor of Science, Accounting and Business Administration in Finance Fredonia, NY
Dec 2021

EXPERIENCE

FPS Apparel
Accounting Assistant Chester, NY
Jul 2020 – Present

- Manage the credit department and determined the establishment of terms for customers.
- Develop budgets and control procedures for other departments.
- Automate accounting operations reducing required labor hours for both departments.
- Navigate information system to improve productivity and transparency in all departments.

Crestron Electronics
Finance Intern Rockleigh, NJ
May 2018 – Nov 2019

- Worked daily with SAP to analyze customer credit data for potential account improvements.
- Researched macro-economic data to determine risk exposure for the company.
- Performed internal audits on customers' payment history and credit worthiness.
- Completed an intern program project to forecast the sales, costs, and profits of a product launch.

Volunteer Income Tax Assistance
Tax Preparer Dunkirk, NY
Feb 2018 – Apr 2018

- Certified volunteer income tax preparer.
- Consulted with clients on every tax return to ensure reliable information is obtained.
- Performed all necessary steps to properly file all tax returns for clients.
- Prepared all requested tax returns for clients.

Snack Shack
Chief Operating Officer Fredonia, NY
Aug 2018 – Dec 2018

- Actively searched for opportunities to improve tasks and operations.
- Ran Pareto Analysis to observe and forecast deviations occurring most frequent.
- Trained fellow interns and volunteers to perform tasks improving business operations.

Lawley Insurance
Accounting Intern Buffalo, NY
Nov 2015 – Jun 2016

- Reported audits on unrecorded revenue and expenses when reformatting financial statements.
- Completed sales projects using Salesforce; reduced payroll costs by reducing working hours.
- Reformatted financial statements using Excel Worksheets that are still used today.

ACTIVITIES

Kappa Sigma Fraternity, *Founding Father & Assistant Grand Treasurer* Spring 2016- Spring 2019

- Responsible for bookkeeping, generating financial statements, reports, and budgets.
- Completed twenty-five hours of community service each semester.

Budget and Appropriations Committee Fall 2017 – Fall 2018

- Established budgetary controls for the University.
- Attended weekly meetings to review current financial needs of student organizations.
- Maintained a \$1.3 million operating budget currently used by recognized student organizations.

Business Club Spring 2016 – Spring 2019

Accounting Society Fall 2015 – Spring 2019

Family Martial Arts - Instructor/Student Fall 2009 – August 2016

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Resumes of Accounting and Finance Candidates

Class of December 2021

(in alphabetical order)

Bachelor of Science in Finance

Brett Hall

Shainee Islam

Domenic Monti

Sam Wagner

FREDONIA

STATE UNIVERSITY OF NEW YORK

School of Business

Accounting and Finance Programs

Fall 2021 Edition

BRETT W. HALL

bwhall@fredonia.edu | 65 Old Orchard Lane, Orchard Park, NY 14127 | **(716) 697-5582**

PROFESSIONAL SUMMARY

Highly motivated college senior seeking a career opportunity utilizing knowledge of finance, business development, logistics or operations management

EDUCATION

Bachelor of Science in Business Administration: Finance, expected December 2021

State University of New York at Fredonia

GPA: 3.64 (Dean's List 5 Semesters)

Key Projects:

- Conducted Financial Modeling for several business to assess cash flow, risk, and future profitability
- Developed a Restaurant Business Plan including Human Resources, Operations & Finance
- Performed a Statistical Analysis to assess the correlation between Age and Exercise

PROFESSIONAL EXPERIENCE

Banking Services Operations Associate, M&T Bank, Buffalo, NY, Summer 2021 - Present

- Served as a member of the indirect services team as a fixed term full time employee to fund an average of 40-50 loans per day with the amount funded average of \$600,000-\$1,000,000 per day
- Analyzed the accuracy of loan contracts and warranties for loan verification and approval process for car, RV, and boat financing
- Input and corrected data in the loan funding system

Newspaper Business Manager Intern, SUNY Fredonia – The Leader, Fall 2021- Present

LEADERSHIP EXPERIENCE

Recruitment Chair, Delta Chi Fraternity Fredonia Chapter, Spring - Fall 2020

- Coordinated a virtual Meet the brother's event to recruit new fraternity members

Assistant Associate Member Counselor, Delta Chi Fraternity Fredonia Chapter, Fall 2019

- Assisted in the development of the new fraternity members through various leadership exercises

Philanthropy Chair, Delta Chi Fraternity Fredonia Chapter, Spring - Fall 2019

- Raised over \$700 for the Jimmy V Foundation by hosting a game show
- Established budget to purchase all supplies and maintain a profit for the charity

Sprout Team Member, Fredonia ENACTUS, Spring - Fall 2020

- Participated in the setup of a hydroponic garden to help grow herbs/vegetables

Life Team Member, Fredonia ENACTUS, Spring - Fall 2019

- Developed a Stay, Play, and Exceed - After School Program for Dunkirk Middle School

COMMUNITY SERVICE

Community Fall Leaf Cleanup (2 Years) Sponsored by SUNY Fredonia & The Delta Chi Fraternity

Volunteered at the Saint Columbian's Retirement Home - Silver Creek, NY

Rural Ministries – Soup Kitchen Volunteer

TECHNICAL SKILLS

Microsoft Word, Excel, PowerPoint, Video Conferencing (Zoom, Google)

GENERAL EMPLOYMENT

Lifeguard, Town of Orchard Park, Summer 2017-2019

Landscape Technician, Monaco Enterprises of WNY, Inc. - Boston, NY, Summer 2019 – 2020

OBJECTIVE

To obtain a professional internship utilizing my prior knowledge of business website development and financial knowledge to prepare for a career as a financial advisor.

EDUCATION

State University of New York at Fredonia, Bachelor of Science, expected December 2021

Dual Majors: Business Administration: Finance (GPA 4.0), Computer Information Systems (GPA 3.85)

Leadership Honor Society: Omicron Delta Kappa

Business Honor Society: Beta Gamma Sigma

Overall GPA: 3.84

Dean's List, 4 semesters

BUSINESS EXPERIENCE

Treasurer, SUNY Fredonia Business Club, Spring 2021 - Present

- Participated in business meetings to prepare for the Adopt-a-Non-Profit event
- Created protocols for Lakeshore Humane Society referencing policies for volunteer ride sharing, how to handle monetary donations, apply for sponsored event, alcohol and drug policy, etc.
- Worked closely with the president to organize and purchase necessary items for clothing drive dedicated to students requiring business attire

Treasurer, SUNY Fredonia Nerf Club, Fall 2019 - Present

- Oversee a \$2000 budget and track all income and expenses

Marketing Intern, Pharbest Pharmaceuticals, Inc., Farmingdale, NY, Summer 2020 - Present (paid)

- Designed website and updated daily
- Published monthly newsletters and posted to website
- Researched articles and information to update social medias, website, and newsletter
- Created content for company social medias utilizing Canva and Pixlr
- Assisted with the development of the new product catalog

Student Chief Executive Officer, SUNY Fredonia Snack Shack, Fall 2020 - Spring 2021 (unpaid)

- Oversee the management of Snack Shack to ensure robust and profitable operations in terms of strategic goals
- Ensure the effective implementation of and documentation of Snack Shack meetings, projects, deliverables, outcomes, and all relevant proceedings

LEADERSHIP & COMMUNITY ENGAGEMENT

Teaching Assistant: Intro to Information Systems, Fredonia Computer Science, Fall 2020 - Present

Teaching Assistant: Intro to Microcomputer Software Fredonia Computer Science, Spring 2021 - Present

Secretary, SUNY Fredonia Film Society, Fall 2019 - Present

Secretary, SUNY Fredonia Omicron Delta Kappa, Spring 2021 - Present

Active Member, SUNY Fredonia Computer Science Club, Spring 2019 - Present

Bookstore Volunteer, Literacy Volunteers, Fredonia, NY, Fall 2020 - Present

Computer Laboratory Proctor, Fredonia Computer Science, Fall 2020

Active Member, SUNY Fredonia Trading Card Alliance, Fall 2019 - Spring 2020

TECHNICAL SKILLS

Microsoft Word, Excel, Access, Minitab

Canva, Hootsuite, Pixlr, Photoshop

Visual Studio, Elementor, Wordpress, C++, C-Sharp, HTML, CSS

GENERAL EMPLOYMENT

General Associate, Crosby's Convenient Store, Fredonia, NY, Summer 2021 - Present

Deli Department Associate, Food Town, Hewlett, NY, Summer 2019

DOMENIC MONTI

11 Farmview Ct. Lancaster, NY 14086
716-220-4067
mont0174@fredonia.edu

EDUCATION

State University of New York at Fredonia
Bachelor of Science Degree, Finance; Expected Graduation: December 2021
Minor in Web Programming
DECA Competitor in regionals
Dean's List for the semesters of Aug. 2020 – Dec. 2020 & Jan. 2021 - May 2021

COURSEWORK

Certified in Microsoft Office: Word, Access, Excel
Experience in Minitab
Completed/Enrolled courses:

Portfolio Management	Fundamentals of Statistics for BA & EC
Strategic Management	Statistical Analysis
Principles of Financial Accounting	Legal Environment of Business
Principles of Managerial Accounting	Financial Investments
Production and Operations Management	Visual Basic I, II
Organizational Behavior	Web Programming I

EMPLOYMENT

T.K. Valet Buffalo, NY
Valet Service 06/2019 – 2020

- Ensured enough space in lots for maximum cars to be parked
- Helped customers with questions and guidance in a timely manner

Delaware North/Buffalo Bills Orchard Park, NY
Portable Stand Attendant 09/2018 – 2020

- Responsible for handling stand money throughout the whole workday
- Communicated with customers by helping them figuring out where to go along with sales
- Counted inventory, in charge of making sure all items were there or getting items needed

Delaware North/Arby's Clarence, NY
Team Member 05/2017 – 2020

- Trusted with opening and closing responsibilities of the location
- Worked in a team to get orders out for people within a reasonable time
- Established respect for customers when having conversation

ATHLETICS

- SUNYAC Men's Baseball NCAA Division III – Player
- SUNYAC Men's Soccer NCAA Division III – Player – Walk on

COMMUNITY SERVICE

- Celebrate Mondays – Going to local schools Monday morning to greet students
- Fredonia Fall Sweep – Community Leaf raking
- Yards for Yeardeley – Running yards to honor Yeardeley Love (One Love Foundation)
- Bowling with special needs students in the community

Sam C. Wagner

SCWagner@fredonia.edu 716-574-3161

Permanent: 8169 Driftwood Court, Williamsville NY 14221 Local: 39 Norton Pl, Fredonia NY 14063

OBJECTIVE

To obtain a professional internship or full time job utilizing my knowledge of finance and business

EDUCATION

Bachelor of Science in Business Administration: Finance, December 2021

State University of New York at Fredonia

GPA: 3.70, Dean's List: all semesters

Honors Program Participant

Fredonia Honors Programs Scholarship

Fredonia Scholars Award Scholarship

Michael J. Quatroche Business Scholarship

Gary Tripp Memorial Business Scholarship

Fredonia 2021 Male Scholar Athlete of the Year

TECHNICAL SKILLS

Microsoft Word, Excel, Access

Minitab

RELATED EXPERIENCE

Organizational Behavior, Dr. Mac, Spring 2020

- Create and ran a mock business with other classmates to simulate running a real business
- My group was a take out food place- ran the finances of opening a business (rent, wage, production, etc.)

LEADERSHIP & COMMUNITY ENGAGEMENT

Volunteer Bowling Assistant, Fredonia Soccer, (3 seasons)

- Interacted and assisted students with disabilities from Southern Tier High School

5k Runner (10+ events)

- Susan G Komen, Ronald McDonald House, Hospice, YMCA, and Domestic abuse prevention

Vice President (2020), Beta Gamma Sigma Business Society, Fredonia, Spring 2019 - Present

- Prepared club recognition paperwork for the Student Association (meeting canceled due to COVID-19)

Enactus Life Group Member & Volunteer, Fredonia ENACTUS, Spring 2020

- Completed training to volunteer with the Dunkirk Boys and Girls Club at an after school program
- Scheduled to participate in after-school programming 2-3 days per week (cancelled due to COVID-19)

ATHLETIC EXPERIENCE

Collegiate Soccer Player, SUNY Fredonia, Fall 2017 - Present

- Learned time management, how to work in groups and with others, Be more responsible than others
- Played in every soccer game at Fredonia during my first three years with 24 starts

Team Captain, Starpoint Varsity Soccer, 2014-2017

- Earned 3 varsity letters and Buffalo News All Western New York Honor

All-Conference Honors, Starpoint Varsity Baseball, 2016-2017

- Received 2 varsity letters and honors for 2 years in a row

GENERAL EMPLOYMENT

Greystone Nature Preserve - Business Intern August 2021 - Present

- Analyzing Non for Profit Finances, running social media accounts and creating seasonal newsletters

Fredonia Technology Incubator - Financial Intern January 2021- May 2021

- developed Financial Report for 2020/2021 and helped business through Auditing Process

Customer Service, Tim Hortons, July 2016 - Present

-Team Member working on college breaks

Hockey Game Attendant, Fredonia University, 2017- Present

Camp Counselor Ages 5-12, Pendleton Town Recreation, June-August 2019

-watched and entertained kids both at the middle school and on field trips

The Look Book

Resumes of Accounting and Finance Candidates

Class of May 2022

(in alphabetical order)

Bachelor of Science in Public Accountancy

Brian Chatt

Joel Hallett

Jeffry Hernandez

Alyssa Johnson

Adil Kadwa

Seungjun Lee

Markasia McCreary

Morgan Muriel

Katie Pitcher

Joshua Posnick

Andrew Rolf

FREDONIA

STATE UNIVERSITY OF NEW YORK

School of Business

Accounting and Finance Programs

Fall 2021 Edition

Brian Chatt

7389 Akron Rd, Lockport NY, 14094

(716) 545-5690

chat9744@fredonia.edu

Education

State University of New York at Fredonia

Bachelor of Science in Public Accountancy, Minor in Computer Info Systems

Expected Graduation, May 2022

GPA: 3.35 | Dean's List – 6 semesters

Relevant Coursework

Coursework completed includes

- Taxation I & II
- Intermediate Accounting I & II
- Advanced Accounting
- Accounting Information Systems I & II
- Auditing
- Accounting Theory & Research

General Employment

Sports Performance Park, Williamsville NY

- Responsible for administering cash drops and reconciling register to agree with sales daily

Bills Stadium, Orchard Park NY

- In charge of leading a beginning inventory count prior to game start
- Handle hundreds of transactions during game
- Perform a count of ending inventory with a comparison to the registers in order to provide an accurate record of sales

Computer Skills

Computer Info Systems minor has provided me with an extensive knowledge of Microsoft Excel and Access, as well as the ability to design websites using various platforms and coding languages

Joel Hallett

113 Central Ave. Lower apt. / Brocton, N.Y. 14716 / (716) 581-1887 / hallettjoel@gmail.com

CAREER OBJECTIVE

To secure a position where my education in the pursuit of a bachelor's degree in Public Accountancy, as well as my customer service and leadership skills, can be utilized by a progressive and innovative company.

EDUCATION

SUNY Fredonia - Student obtaining Bachelors of Applied Science in Public Accountancy

August 2020 – Present/Expected Graduation May 2022

Hilbert College, Hamburg, N.Y. – Student obtaining Bachelors of Applied Science in Accounting

January 2018 – December 2019

Jamestown Business College, Jamestown N.Y. - Associates of Applied Sciences in Marketing/Management

February 2012 - June 2013

EXPERIENCE

King Direct Delivery Service, Buffalo N.Y. - *Delivery Driver*

JUNE 2019 – MARCH 2020

- Delivered medical supplies to residencies throughout the city of Buffalo and surrounding areas.

Big Tree Trading Company, Buffalo N.Y. - *Clerk*

JANUARY 2018 - JUNE 2019

- Responsible for administrative work such as placing inventory orders, recording sales records, and organizing company bills
- Key holder responsible for opening and closing the store independently
- Provided exceptional, friendly customer service as well as aided customers in selection and purchasing of goods to increase company sales

National Income Life, Buffalo N.Y. - *Personal Producer*

AUGUST 2017- NOVEMBER 2017

- Established appointments with potential clients via phone calls and door knocking
- Performed presentations in prospective client's homes based on life insurance products and created policies for clients
- Created professional schedule to pitch our life insurance product
- Acted as a field underwriter by completing documentation among other administrative work for each policy

Deery's Construction, Prattsburgh N.Y. - *Foreman*

MAY 2016 - MAY 2017

- Responsible for completing all administrative work and documentation associated with gas pipeline installation
- Directed company personnel on tasks that needed to be accomplished as well as organized daily activity

SKILLS AND AWARDS

- **Valedictorian of Pine Valley High School, class of 2009**
- President of the National Honors Society & Student Council
- Proficient in Microsoft Excel & of Microsoft Office

Jeffry Hernandez
(646) 228-2906
jeffry.hernandez.us@gmail.com
11 Sumner Avenue Yonkers, NY, 10704

Education

State University of New York at Fredonia University, Bachelor of Science: Public Accountancy and Business Administration, Fredonia NY, expected 150 credit hours graduation date Spring 2022.

State University of New York at Westchester Community College, A.A.S in Business Administration Management, 2014-2019 Completed Associates degree.

Internship

The Bonadio Group Amherst, NY

Intern for MS Consultants LLC| January 2021- April 2021

- Reviewed on-site notes to create a Cost Segregation report on Microsoft Excel.
- Determined correct depreciable life of assets under Alternative Depreciation System (ADS).
- Reconciled building and individual site items.
- Reviewed photos to add additional notes for missing items.
- Identified pricing for items not included on templates.
- Ran property cost reports for each report locations.

Rockefeller Arts Center Administrative office, Fredonia, NY

Student Accountant in the Rockefeller Arts Center| March 2020- January 2021

- Record daily deposits through QuickBooks Online and Excel.
- Record check request, and purchase orders on QuickBooks Online and Excel.
- Record transactions in general journal/ledger on QuickBooks Online and Excel.
- Prepare quarterly account reconciliation for supervisor review

Rockland Boulders Semiprofessional Baseball Team Pomona, NY

Intern in the Accounting Department| May 2018-August 2018

- Created transaction spreadsheets for various events.
- Processed and tracked bills using QuickBooks Online.
- Provided insight analysis on game attendance to improve fan experience.
- Closed game day sales for the gift shop and ticket office.

Work Experience

C&A Liquors Bronx, NY

Manager| January 2014-August 2019

- Frequently placed orders and managed inventory also includes pricing.
- Assisted customers by using various sales and support strategies.
- Balanced daily sales to close out the day.
- Obtained vast knowledge of different items, brands, distributors and suppliers.

Extra curriculars

- The Delta Chi Fraternity Fredonia Chapter, Philanthropy, Fundraising, , Associate Member Counselor Fall

Skills

- Bilingual English, Spanish (Intermediate)
- QuickBooks Online, Intuit ProConnect Tax Thomson Reuters
- Microsoft Word, Excel, PowerPoint, Access Literacy

Alyssa A. Johnson

145 Forestal Drive
Hamburg, NY 14075
(716)255-0081
alyssajohnson1@outlook.com

Education

State University of New York at Fredonia, Fredonia, NY Anticipated Graduation Date of May 2022
Bachelor of Science in Public Accountancy
Bachelor of Science in Business Administration- Finance GPA: 3.62

Relevant Coursework Completed

Principles of Financial Accounting	Business Law I & II
Principles of Managerial Accounting	Auditing
Information Systems Structures	Intermediate Accounting I & II
Taxation I & II	Managerial Finance

Experience

Brock, Schechter & Polakoff, LLP, Buffalo, NY July 2021
Summer Leadership Program

- Completed intensive workshops which included leadership training, continuous improvement, and mentoring
- Identified individual strengths and values for broader learning and development solutions
- Communicated with peers and staff to form strong connections and enhance networking skills

Arcara Zucarelli Lenda & Associates, CPAs, P.C., Williamsville, NY June 2021- August 2021
Intern Staff Accountant

- Completed any and all tasks assigned by the managers or staff
- Performed each task in a timely and sufficient manner
- Prepared Financial Statements for different clients
- Assisted in audit field test work for audits and reviews
- Performed analytical procedures and analyses to detect unusual financial relationships

Bonadio & Co, LLP, East Aurora, NY January 2021- April 2021
SBA Intern

- Prepared and made corrections to client's 1099 forms
- Reached out to clients for assistance and to ensure information is accurate
- Prepared individual client's 1040s
- Communicated with coworkers for assistance and learning opportunities
- Increased excel proficiency by creating spreadsheets and creating formulas to calculate the data

Save A Lot Food Store, Hamburg, NY October 2016 – December 2020
Cashier

- Communicated with coworkers to ensure customer satisfaction
- Managed cash register and dispense correct change amount
- Responsible for accurate cash inflows and outflows
- Balanced cash register at end of the night

Academic Awards and Honors

Fredonia Scholar Award	SUNY Fredonia Honors Award
SUNY Fredonia Honors Program Fall 2018-Present	Dean's List: Fall 2018- Present

Proficiencies

Knowledge of basic accounting principles including accounts payable, accounts receivable and general ledger.
Proficient in Taxation Software programs such as Intuit Proconnect Tax and QuickBooks Online
Proficient in Microsoft Office programs including Word, PowerPoint, and Excel

EDUCATION

Bachelor of Science in Public Accountancy, State University of New York at Fredonia

Graduation May 2022 **Current GPA 3.14**

- Business Club | South Asian Student Association
- Relevant Coursework: Taxation II, Audit II, Acct. Processes, Cost Management etc.
-In addition, all upper/lower level business core and supporting courses.

EXPERIENCE

Audit Intern, Drescher & Malecki LLP, July 2021-August 2021

- As an audit intern for Drescher & Malecki I was given the opportunity to work in a team of auditors that provided auditing services for various municipalities and NPO's across the WNY area. Gained experience working with Governmental Agencies' financial records and learning the intricacies of governmental regulations surrounding auditing fieldwork.

Service Coordinator, Paragon Acura, June 2020-July 2021

- Duties involve helping customers set up their vehicle for service while coordinating with service advisors to ensure customer satisfaction. Proficient in dealership software (CDK/V-Auto) as well as local/state/federal regulations that factor into service sales.

Volunteer Income Tax Assistance (VITA), Fredonia Technology Incubator, Spring 2020

- Worked as a volunteer tax preparer for applicable taxpayers. Utilized knowledge from my Taxation I course and applied it towards my volunteer services. Received internship credits towards graduation.

Vice President of L.I.F.E. Division, Enactus at SUNY Fredonia (NPO), August 2018 – June 2020

- Coordinated with different leads for partnerships to benefit the community while leading a group of college students. Networked towards the development of an after-school program; “Stay, Play, Exceed” focused on leadership, life skills and career scope experiences for Dunkirk Middle School students and the Boys & Girls Club of Chautauqua County. Utilized local connections to secure free educational learning software (Tyto Online) at no cost to the school system or the NPO.

Property Manager, Buffalo, NY. August 2018 – December 2019

- Ensured a continually appropriate standard of living for tenants. Household maintenance done as needed. Enforced penalties and notices while broadening my understanding of property/real estate law.

SKILLS

Taxact - Taxslayer - Minitab - Microsoft Office (Word, Excel, Access, PowerPoint) - QuickBooks Certified -
Languages: Urdu, Hindi and Punjabi fluently; some French.

Several references may be provided upon request.

www.linkedin.com/in/adil-kadwa

Seungjun Lee

70 Brigham road, Fredonia, NY 14063
917-207-5190
SLee10@fredonia.edu

EDUCATION:

State University of New York at Fredonia

Bachelor of Science, Public Accountancy: Expected May 2022

- Dean's List
- GPA 3.83

Skagit Valley College, Mount Vernon, Washington

- Business Administration major: 2013 - 2015

RELEVANT EXPERIENCE:

Banghwa 3-dong Community Service Center, Seoul, South Korea

Social Service Agent: Oct 2017 - Oct 2018

- Managed finances as the treasurer for the monthly Municipal Lecture Program.
- Created and managed daily revenue and monthly revenue charts.

Japanese Club SUNY Fredonia: Fall 2019 – Spring 2021

- Treasurer

International Club SUNY Fredonia: Fall 2019 – Spring 2021

- Treasurer

Volunteer Income Tax Assistance Internship (VITA): Spring 2020

- Preparer

SUNY Fredonia International Pathway Program: Spring 2021 - Present

- Operations Intern

HONORS AND AWARDS:

- **New York State Society of CPA *John T. Kennedy Memorial Award***
- **Institute of Management Accountants CMA Program Scholarship**
- **Beta Gamma Sigma the International Business Honor Society**
- **Xylia Peterson International Scholarship**
- **President's Out of State Scholarship**
- **Tau Sigma National Honor Society**

MILITARY SERVICE:

ROK Army, 5th Legion 5th Field Artillery Brigade, South Korea

Signal Corpsman: August 2016 - September 2017

COMPUTER SKILLS:

Microsoft Office, Excel, Access, TaxAct, QuickBooks

LANGUAGES:

Korean - Native Language

English - Secondary Language

Japanese - Secondary Language

- Japanese-Language Proficiency Test (JLPT) N2 Certification: Summer 2017

Markasia McCreary

MMcCreary@fredonia.edu | 1717 Hyde Park Boulevard, Niagara Falls, NY 14305 | (716) 880-0234

OBJECTIVE

To obtain an offer in a full-time position at a CPA firm.

EDUCATION

STATE UNIVERSITY OF NEW YORK AT FREDONIA

Bachelor of Science, expected May 2022

DUAL MAJORS: Public Accountancy and Business Administration – Management

Minor: Writing & Rhetoric

ACCOUNTING EXPERIENCE

SUMMER INTERN | DRESCHER & MALECKI LLP | SUMMER 2020 | SUMMER 2021

- Evaluated and assisted first year audit clients
- Set up & performed 2 single audits
- Innovated training procedures to become more efficient
- Constructed narratives for the auditing plan

TAX INTERN | MARK NICKERSON CPA PLLC | SPRING 2021 - PRESENT

- Filed tax returns for individuals and corporations
- Enhanced my knowledge with updated tax procedures

ACCOUNTING TUTOR | FALL 2020- PRESENT

- Assist students struggling with studying and preparation for class
- Provide 1-on-1 tutoring with 3 students each week

VITA TAX VOLUNTEER | SPRING 2019

- Provided tax assistance to individuals within the Dunkirk community

LEADERSHIP

PRESIDENT/TREASURER | BLACK STUDENT UNION | FALL 2021-PRESENT

- Delegate a team who represents leadership on campus
- Collaborate with other clubs for events
- Provide financial advice regarding spending and budgeting

TREASURER | ACCOUNTING SOCIETY | FALL 2021-PRESENT

- Review and request funding for upcoming events
- Prepare and present annual budget to Student Association

COMMITTEE MEMBER | BUDGET & APPROPRIATIONS | FALL 2019-PRESENT

- Evaluate and approve financial requests from all clubs on campus

GENERAL EMPLOYMENT

Team Member, Chipotle, June 2019- February 2021

Team Member, Regal Cinemas, October 2014- August 2019

MORGAN MURIEL

morganmuriel42@gmail.com
(716) 392-1685

5140 Arnold Court
Hamburg, NY 14075

EDUCATION

State University Of New York at Fredonia

May 2022

Bachelor of Science Public Accountancy, and Business Administration-Finance: GPA 3.68
Program Chair for Fredonia Accounting Society 2021-Present

RELATED EXPERIENCE

Accounting Intern

Brock Schechter & Polakoff: 726 Exchange Street #822, Buffalo, NY 14210 June 2021- August 2021

- Worked with ProConnect Tax software to input clients tax information and complete amended tax returns ensuring accuracy
- Assisted with filing and reporting data to maintain accurate and complete financial records using Excel and Engagement software
- Handled sensitive and confidential information with honesty and integrity
- Assisted other accountants when help was needed

Tax Season Intern

Bronsky & Company, CPA: 6225 Sheridan Drive #222, Williamsville, NY 14221 February 2021- April 2021

- Worked with tax software Drake to input clients tax information on their returns ensuring accuracy
- Communicated with clients over the phones and answered any tax related concerns they had
- Assisted with filing and reporting data to maintain accurate and complete financial records
- Use of Excel software for bookkeeping assistance

Bank Teller

May 2019 – Dec. 2020

Northwest Bank: 255 Union Road, Buffalo, New York 14224

- Assisted clients with various questions and concerns related to their accounts and bank products in person and over the phone
- Performed routine tasks including making deposits, withdrawals, transfers, cash advances, loan payments, and cashing checks
- Accurately managed records of each account transaction and maintained custody of adequate cash drawer in accordance with compliance measures
- Cross-sold bank products by answering inquires and directing customers to a bank representative

EMPLOYMENT

Support Staff

Heritage Christian Services: 130 John Muir Drive #106, Buffalo, NY 14228

October 2020- Present

- Plan activities and coordinate scheduling with an individual with developmental disabilities
- Assist with life skills and communication skills and offer support system to individual

RELATED COURSES

Financial & Managerial Accounting
Taxation I & II
Cost Management
Marketing Foundations

Financial Investments
Intermediate Accounting I & II
Business Ethics
Advanced Accounting

Legal Environment of Business
Accounting Info Systems I
Business Law I & II
Accounting Theory & Research

SOFTWARE SKILLS

Intuit ProConnect Tax, Thomson Reuters Checkpoint, QuickBooks Online and Desktop, Drake, Microsoft Office (Word, Excel, Access, and PowerPoint), Minitab

Katie Pitcher

315-439-2480

pitc2660@fredonia.edu

Permanent: 227 Harris Hill Road, Fulton, NY 13069

Current: 82 Eagle Street, Fredonia, NY 14063

EDUCATION:

State University of New York at Fredonia

Bachelor of Science, Public Accountancy, expected May 2022

Bachelor of Science, Finance, expected May 2022

GPA: 3.74

HONORS:

- Dean's List, all semesters
- 2019 Alumni Sophomore Achievement Scholarship
- Foundation Scholar Award
- President's Award for Excellence
- 2020 Dr. Franklin Krohn Memorial Scholarship
- Beta Gamma Sigma member

RELATED COURSES:

Financial Investments

Taxation I & II

Accounting Information Systems I & II

Advanced Auditing & Fraud Examination

Corporate Finance I

Advanced Accounting

INTERNSHIP:

Tax Intern, Lougen Valenti Bookbinder & Weintraub, Buffalo, NY Fall 2020

- Interacted and learned from experienced tax advisors and successfully completed clients' taxes
- Completed in state and out of state taxes, using multiple information systems, including CCH Axxess Tax

ATHLETICS:

SUNY Fredonia NCAA Division III Women's Basketball Summer 2018-Spring 2021

- Demonstrated responsibility, work ethic, and time management skills
- Participate in community service activities for several organizations such as the Kids Carnival, Salvation Army, Miles for Myles, Angels Adopt a Family, Chuck-a-Puck and Celebrate Mondays

EMPLOYMENT:

Business Labor Planner, BR Johnson, Syracuse, NY Summers 2020 & 2021

- Learned how to create job invoices and estimates for customers
- Created cut sheets for the fabrication of the job
- Analyzed inventory and work in process
- Developed excel tables to plan labor for future jobs

Waitress, Rudy's Lakeside Drive-in, Oswego, NY Summers 2018 & 2019

- Interacted with customers and handled money on a day to day basis

Joshua Posnick

305 Conklin Street, Syracuse, NY 13209

j.posnick@fredonia.edu

(315)-706-4335

Education

State University Of New York At Fredonia

Double Major: B.S. Public Accountancy
& B.S. Finance
Expected Graduation May 2022

Onondaga Community College

Associates Degree completed
Major: Business Administration
Graduated: Spring 2019
GPA: 3.21 In Major GPA: 3.47

Accounting/Business Experiences

Monopoly Accounting

- In Financial Accounting, were asked to group together through the class, and where we played Monopoly every time we meet for class that week.
- We were required to record every entry in our journal as we went along with the game.
- From there we had to post every entry to our individual made-up company's accounts on QuickBooks.

Stock Market Game

- In Math of Business & Finance, as a class we individually participated in a fictional online game where we were given \$100,000 to invest in real life companies.
- We were required to log on every day for two months where we would track our profits and losses in our investments of stocks.
- Based upon the amount you made in profit you were ranked throughout the class at the end of every week by the professor that monitored the online game.

Posnick's Hotel

- In Business Spreadsheets, our final project was to create a company from scratch outlining the description of the company, possible expenses, revenues, and ETC on Excel.
- From there we have been given entries by our professor, so we had data to enter in the software Peachtree or QuickBooks.
- We later presented in front of the class our final project with PowerPoint presentation, along with our excels sheets, and Peachtree/QuickBooks entries.

Employment

Organization	Title/Role	Date of Employment
Wegman's	Cashier/Helping Hands/Dairy/Frozen/KBS (knowledge Base Selling)	07/01/15 - Ongoing
Town of Geddes	Park Leader	06/01/17 – 08/15/18
Lakeland Winery	Stock/Production	05/01/15 – 06/01/19

Volunteering

Organization	Title	Date
Lakeland Vineyard Church	"Feed Our Starving Children"	2015-2017
Solvay Highway Cleanup.	"Clean The Streets"	2013-2017

Clubs/Teams

- DECA, Highschool business club that competes with all high school's in New York State in business roleplays/situations. (competed at the state Level)
- Highschool Baseball, I participated in baseball for my school for six years
- Highschool Football, I played for three years
- Highschool Basketball, I took part in playing for four years
- College Baseball, I have currently played two years at Onondaga Community College, and continuing my career at Fredonia University

Technical Skills

- Excel, PowerPoint, Word, QuickBooks, Peachtree, Cengage, Minitab, Tax

Andrew Rolf

arolf1717@gmail.com | (716) 349-8608 | 8967 Carriage Crossing, Eden, New York 14057

Education **State University of New York at Fredonia**, Bachelor of Science: Public
Accountancy
Expected Graduation: May 2022

Experience

Tops Friendly Markets, Carry Out Cafe Clerk
6150 South Park Ave, Hamburg, New York 14075
July 2017 – March 2019
Recorded and accounted for daily sales via point of sale system

Wegmans, Chicken Rounds, Buffet Runner, Sushi Department
3740 McKinley Pkwy, Buffalo, New York 14219
March 2019 – May 2021
Trained in multiple departments to provide excellent customer service

Network Task Group, Office Assistant | Filing and Organization
1275 Harlem Rd, Buffalo, New York 14206
May 2021 - Present
Accurately filed customer invoices and other accounting related documents

Internship **Wegmans**, Forecasting and Production Planning
3740 McKinley Pkwy, Buffalo, New York 14219
Spring 2021 Semester

Skills Microsoft Office (Word, Excel, Access)
TaxAct
Customer Service
Adaptability

Relevant Coursework Taxation I & II
Accounting Information Systems I & II
Intermediate Accounting I & II
Auditing
Cost Management

References **Arlene Kozlowski**, Wegmans Sous Chef
Store: (716) 826-400
Cellphone: (716) 983-4907

The Look Book

Resumes of Accounting and Finance Candidates

Class of May 2022

(in alphabetical order)

Bachelor of Science in Accounting

Amy Crowe

Kevin Sheehan

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Accounting and Finance Programs

Fall 2021 Edition

AMY CROWE

716-237-0610
Amy.Crowe1224@gmail.com

SUMMARY

Results-oriented Certified Public Accountant assistant with six years of experience in accounting and tax related settings. Quick and eager learner with acute attention to detail and consistent track record of identifying process improvements to drive quality, accuracy, and efficiency. Organized and motivated employee eager to apply time management and organizational skills in various environments. Seeking entry-level opportunities to expand skills while facilitating company growth.

SKILLS

- Microsoft Office
- Accounts Payable
- ATX Tax Preparation Programs
- Intuit QuickBooks
- Payroll Management
- Processing Checks and Invoices

EXPERIENCE

LINDA J HARRIS CPA

Fredonia, NY

Certified Public Accountant Assistant

11/2015 to Current

- Produce US and state individual income tax, gift tax and estate tax returns.
- Support work for tax preparation professional to maximize office productivity.
- Prepare and mail client invoices within expected timeframes to promote likelihood of on-time payments.
- Monitor accounts payable and receivable statuses for client company.
- Issue payments to vendors and suppliers and reconcile bank and credit card accounts.
- Process payroll entries and reports for employees.
- Store copies of completed returns and related documents according to company procedures and business regulations.

GAMERZ HAVEN

Lakewood, NY

Store Manager

01/2009 to 10/2015

- Improved store status and strengthened workflow productivity by implementing process improvements and identifying performance gaps for corrective action.
- Processed daily paperwork, produced staffing schedules, balanced register drawer and sales, reconciled cash, and prepared bank deposits to facilitate opening and closing duties.
- Monitored supplier operations to verify quality, delivery schedule and conformance to contract specifications.
- Delivered excellent customer service and adhered to standard practices to maximize sales and minimize shrinkage while generating repeat business.
- Purchased used equipment through private sellers negotiating a fair price for both parties.

THE CONNECTION

Jamestown, NY

Workforce Coordinator

05/2005 to 12/2008

- Liaised between employees and senior leadership to address inquiries, complete contract processing and foster problem resolution.
- Ensured optimal productivity by managing employees' phone activity. This included making decisions to release employees early and filing available overtime when needed.
- Cultivated internal relationships with employees to ensure optimal service levels, attrition, and quality.
- Supported onboarding of new employees by supplying key job information, including organizational policies, job duties and employment benefits.

EDUCATION AND TRAINING

ASSOCIATE OF APPLIED SCIENCE: LEGAL ADMINISTRATIVE ASSISTANCE

04/2005

Jamestown Business College, Jamestown, NY

BBA: ACCOUNTING

Expected in 05/2022

SUNY At Fredonia, Fredonia, NY

Kevin E Sheehan

33 White St, Fredonia NY, 14063 | (716)-512-3271 | shee2270@gmail.com

Objective

- To acquire an internship in the Buffalo area to help expand and supplement my current knowledge in accounting.

Education

EXPECTED MAY 2022 | STATE UNIVERSITY OF NEW YORK AT FREDONIA

Major: Bachelor of Science in Accounting

Related coursework:

- Financial/ Managerial Accounting
- Taxation I
- Accounting Information Systems I
- Intermediate Accounting, I

Related software:

- Thomson Reuters Checkpoint
- QuickBooks Online
- Proconnect Tax Online
- Microsoft Excel, Office, Word, PowerPoint

Experience

TURF TECHNICAN/ FOREMAN | OLMSTEAD BUFFALO CONSERVANCY | SUMMER 2018; 2019; 2020; 2021

- Communicated with corporate office while handling Day-to-day operations.
- Responsible for crew of 5, 3 of which were new crew members.
- Trained new crew members how to operate the machinery and equipment.
- Maintained and cleaned equipment on daily basis.
- Retrieved all fuel for Equipment and vehicles.

BARTENDER | THE BLACKTHORN RESTURANT AND PUB | MARCH 2015- AUGUST 2019

- Managed cash register and credit card receipts, while also giving back proper change.
- Responsible for customers credit cards if they wanted to start a tab.
- Trained the new barbacks on how to properly stock and maintain the bar.
- Made Connections with a variety of different customers, helping with my interpersonal relationships
- Would handle noncooperative customers if needed.
- Always selling customers small upcharges for certain menu changes.

Skills

MANAGEMENT/ LEADERSHIP

- Treasurer and Back Captain of The SUNY Fredonia Rugby Club.
- Captain of Bantam hockey team for the Cazenovia Chiefs.
- Manager of the barbacks as a bartender.
- Foreman of the grounds crew at South Park Golf Course

COMMUNICATION

- Learned how to communicate with people daily through the bar business
- Communicated with a various owners of various bar receiving many jobs offers.

The Look Book

Resumes of Accounting and Finance Candidates

Class of May 2022

(in alphabetical order)

Bachelor of Science in Finance

Michael Andalora

Robert J. Atwood

Leah Heimink

Thomas Johnston

Katherine Krzywicki

Travis Langworthy

Parker Morrow

Michael Ruggiero

Dylan Scriven

Kevin Seybold

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Accounting and Finance Programs

Fall 2021 Edition

Michael Andalora

(716)-640-5674 • Fredonia, NY • mandalora@fredonia.edu • www.linkedin.com/in/michael-andalora

EDUCATION

SUNY Fredonia | Bachelor of Science in Business Admin, Finance

Expected May 2022

- ❖ Cumulative GPA: 3.91/4.0
- ❖ Minor in Economics, GPA: 3.85/4.0

SUNY Jamestown Community College | Associate of Science in Adolescence Education

Graduated December 2019

EXPERIENCE

Interim Controller Internship

May 2021 - August 2021

County of Chautauqua Industrial Development Agency | Jamestown, NY

Worked directly with our CFO creating and preparing loan amortization schedules for our debtors, building cash flow analysis spreadsheets and income statements to present to our CCIDA members at monthly board meetings. The CCIDA

CEO of Fredonia Enactus

2021 - present

Fredonia State | Fredonia, NY

Oversee all Enactus Project, Leadership, VP and Executive teams. Develop and retain connections with local organizations to encourage their growth as a business and our growth as aspiring entrepreneurs and leaders. Fredonia Enactus is a student-run entrepreneurial organization that seeks to positively impact local businesses and community members through mentorship opportunities, workshops, low-cost business consulting and much more.

Assistant CFO of Fredonia Enactus

2020 - 2021

Fredonia State | Fredonia, NY

Help manage all financial aspects of Enactus USA's Fredonia Chapter. Control collection and disbursement of our club's cash flow. Prepare and maintain budgets as well as develop MoUs with our business partners.

Server

2019 - Present

Ellicottville Brewing Company | Bemus Point, NY & Ellicottville, NY

- ❖ Hired to wait tables and serve food at two of the most popular tourist towns in Chautauqua and Cattaraugus County
- ❖ Learned to interact and create rapport with customers through brief interaction. This allowed me to polish my interpersonal skills while participating in a collaborative environment where you find yourself completing tasks not associated with your title, but need to be completed nonetheless

SKILLS

Microsoft Excel/Word/PowerPoint | OS X | Windows | iOS | Networking | Public Speaking | Problem Solving | Pitching

Robert J. Atwood

365 Honeoye Falls 6 Rd, Rush, NY 14543 | (585) 298 – 2153 | atwood614@yahoo.com

Education

Bachelor of Science in Finance

Expected May 2022

State University of New York at Fredonia

- Dean’s List Honoree Fall 2019, Spring 2019, Fall 2020, Spring 2020

Professional Experience

Finance Intern – Wright Beverage Distributing, May 2021 – August 2021

- Worked closely with Finance team on projects in new database.
- Organized company reports and created excel tables to present results.
- Observed branding team’s daily operations to apply concepts.
- Participated in business trips to ensure all events were coordinated with the sales team.

Work Experience

Warehouse Order Picker - Wright Beverage Distributing, Jun 2020 – Present

- Operate forklifts and pallet jacks to ensure safe transport, including building crates and pallets to protect merchandise.
- Train new employees frequently.
- Keep all warehouse workstations clean and organized to promote efficiency.
- Established strong connection with Chief Operating Officer.

Warehouse Assistant – Crickler Vending, May 2018 – March 2020

- Fulfilled orders by collecting items from inventory and packaging for safe transport.
- Kept inventory records accurate by conducting routine counts.
- Maintained an efficient and organized storage area to easily find desired items.

Proficiencies

- Basic Microsoft Office programs including Excel, Word, and PowerPoint.
- Minor skills in EoStar database used in internship.

Clubs & Activities

- Member of the Business Club – *Spring 2019- Present*
- Volunteer for numerous “Celebrate Mondays” as part of the Swimming & Diving Team.
- Fundraised at New Era Stadium by working concession stand with Swim Team. (2years)

Leah Heimink

lheimink@fredonia.edu | 17 Pleasant View Drive | Marlboro, New York 12542 | 845-332-4882

OBJECTIVE

An entry-level finance internship utilizing my financial training, Spanish biliteracy and prior customer service experience. Advanced HS and College student

EDUCATION

Bachelor of Science in Finance, State University of New York at Fredonia, expected May 2022

- GPA: 4.0, Dean's List, 2 semesters

Regents Diploma w/ Mastery in Science, Marlboro High School, Marlboro, NY, June 2020

Seal of Biliteracy in Spanish, NYSSB Council, Marlboro High School, Marlboro, NY, June 2020

HONORS/SCHOLARSHIPS

SUNY Fredonia Alumni Jr. Achievement Award, 2021

Ray Tweed Memorial Scholarship, 2020

College Spanish 202 Scholar Award, 2020

Adonai Lodge Scholarship, 2020

New York State Scholarship for Academic Excellence, 2020

President's Education Award, 2020

Spanish Honor Society Award, 2020

Student of the Month, March 2020

RELATED EXPERIENCE

Business Organization Access/ Excel Final Project, Information Systems Structure, Spring 2021

- Combined Access and Excel to organize the main structures of a company such as inventory, staff, and sales
- Subcategorized the main structures into department areas and created tables to organize data
- Integrated SQL'S for easy management of data

Access Capstone Project, Computer Information Systems, Fall 2020

- Learned computer skills in Access to manage real-world business data
- Utilized financial excel formulas to calculate business figures for a company

Standard Deviation Analysis of HS Students, Statistics, Fall 2020

- Created formulas in an excel spreadsheet to organize data
- Reported on practical application to real-world data analysis and implementation

GENERAL EMPLOYMENT

Seasonal Sales Associate and Cashier, Kohls, Newburgh, NY, November-January 2020

- In charge of excellent customer service at the register and on the sales floor

Sales Associate and Farm Worker, Prospect Hill Orchards, Milton, NY, June 2016- present

- Responsible for managing a retail farm, training staff, and selling product

LEADERSHIP & COMMUNITY ENGAGEMENT

Fundraiser & Event Volunteer, The American Heart Association, January- March 2020

- Held can shakes and sold merchandise in local community to raise money

Secretary, Spanish Honor Society, Marlboro High School, 2019-2020

- Took minutes, coordinated volunteering opportunities

National Honor Society, Marlboro High School, 2017-2020

- Participated in 3 Independent Service Projects, tutored students

TECHNICAL SKILLS

Minitab

Data Organization:

Microsoft Excel

Microsoft Access

Videoconference:

Zoom, Google Meet

Thomas Johnston

tmjohnston@fredonia.edu | 8621 Route 380, Brocton, NY 14716 | (716) 365-9162

OBJECTIVE

To obtain a professional internship in finance administration

EDUCATION

Bachelor of Science in Business Administration, expected May 2022

Concentration: Finance, Minor: Economics

State University of New York at Fredonia GPA: 3.6, Dean's List: all semesters

Associate in Science in General Studies, May 2019

State University of New York at Jamestown Community College GPA 3.65

RELATED EXPERIENCE

Data Analysis & Correlation, Statistics Class, Spring 2021

- Gather Data on GDP and Vaccination Rate
- Conduct Statistical Testing to find correlation if any

GENERAL EMPLOYMENT

Outdoor Maintenance, Lake Erie State Park; Seasonally Summer 2020 – Present

Lawncare, cleaning, tree work, general groundskeeping and maintenance

Fitness Center Clerk, Brocton Fitness Center; Fall 2018 – Spring 2020

Daily record keeping, selling memberships, assisting with events

Waiter/Golf Attendant/Kitchen Assistant, La Familia Restaurant & Golf Course; Summers 2017-2019

Customer service, beer cart operation, food preparation, assisting with events

Dishwasher, Denny's Team Member; Spring 2018

Bussing tables, cleaning dishes and kitchen equipment

LEADERSHIP

Alumni Archivist, Kappa Sigma

Keep Fredonia alumni up to date with operations, family tree record keeping

Community Service Chair, Kappa Sigma

Organize philanthropy events

TECHNICAL SKILLS

Microsoft Office: Word, Excel, Access

Videoconferencing: Zoom, Google

Limited Coding Skills: Python, C++

Katherine Krzywicki

9335 Martin Road
Clarence Center, NY 14032
(716) 525-3320
krzy9792@fredonia.edu

EDUCATION

Bachelor of Science in Business Administration - Finance,
expected May 2022
State University of New York at Fredonia

INTERNSHIP

Business Intern, Thompson Hall Snack Shack
SUNY Fredonia

August 2021 - Present

- Facilitate team meetings to discuss inventory, sales, and deposits
- Assist marketing team with digital and print advertising of new campus eatery

PROJECTS

Small Business Finance Project (BUAD 374)

Spring 2021

- Researched financial patterns and mechanisms of larger finance firms and companies

Organizational Behavior Project (BUAD 323)

Fall 2020

- Developed business plan with a group of 4 classmates to build a mock go-green business
- Managed all areas of finance in the business plan including budget, payroll and benefits
- Collaborated with group members on growth strategies and business goals, including sustainability

SKILLS

- Microsoft Excel - pivot tables, formulas & budgets
- Financial Modeling & Reporting
- Problem Solving
- Time Management
- Written & Verbal Communication

CAMPUS ACTIVITIES

Delta Phi Epsilon Sorority -

Member Educator, May 2021 -

Present; ***Member***, January 2019 -

Present

- Teach new members about traditions, philanthropy, and community service within the organization
- Inform and uphold policies and expectations
- Provide mentorship and support to new members

Panhellenic Council

January 2020 - December 2020

- Served as sorority representative and advocated on behalf of campus Greek life
- Assisted with developing and implementing Greek life COVID policies with campus administration

Travis Langworthy

Business - Finance

Travis Langworthy

18 Johnson Street
Fredonia, NY 14063

716.410.3109
Lang4950@fredonia.edu

Education

SUNY Fredonia / Business Administration - Finance

August 2018 - PRESENT, Fredonia, NY

Coursework includes:

- Corporate, Managerial, and Small Business Finances.
 - Strategic Management and Organizational Behavior
 - Financial Investments and Statistical Analysis
 - Operations Management and Marketing Foundations
 - Financial and Managerial Accounting
 - Principles of Microeconomics and Macroeconomics
 - Legal Environment and Business Ethics
-

Experience

SUNY Fredonia / Assistant Network Infrastructure Technician

July 2018 - PRESENT, Fredonia, NY

- Performed several installations of state of the art networking equipment
 - Efficiently corrected errors in the configuration of numerous devices
 - Supervised the implementation of data switches across multiple campus buildings
 - Enhanced the internet speed on site by replacing old and malfunctioning technology
 - Assisted in the deployment of multiple internet-based phone systems across several departments
 - Worked extensively on Excel spreadsheet projects
 - Conducted inventory counts of various equipment
 - Executed several maintenance tickets around campus due to faulty hardware
-

Skills

- Problem Solving
 - Adaptability
 - Proficient in Microsoft Office products (Excel, Word, Powerpoint, Publisher)
-

Awards

- Received the title of Cisco Certified Technician after completing several courses designed to test my knowledge of Cisco systems.

Parker Morrow

10 Luther Lane

Grand Island, NY 14072

morr6153@fredonia.edu – (716) 250-8339

EDUCATION

State University of New York at Fredonia

Bachelor of Science in Finance – expected graduation May 2022

RELATED COURSES

- Managerial/ Financial Accounting
- Managerial Finance
- Financial Investments
- Corporate Finance I & II
- Microeconomics
- Macroeconomics
- Economic Development

SOFTWARE KNOWLEDGE

- Microsoft Office – Excel, Access, Word, PowerPoint
- QuickBooks
- Minitab

EMPLOYMENT

Foreman – JB Landscaping & Snowplowing – June 2015 to Present

- Supervise and direct crew to meet goals
- Manage daily equipment logs, time logs and complete daily reports
- Build and maintain a positive working relationship with clients
- Educate and train new employees on safety and equipment maintenance
- Responsible and entrusted with heavy equipment machinery and tools

Manager – Niagara Aquarium Pet Store – June 2016 to Present

- Supervise and administer day to day objectives
- Clean and maintain all tanks and equipment
- Make sure all fish and animals are in good health
- Educate and train new and existing employees
- Maintain a positive work environment with employees and customers

ACTIVITIES

Team Member – SUNY Fredonia Club Hockey – September 2018 to Present

- Represent the team at Activities Night to recruit new players
- Commit 15+ hours weekly to practices, games, and travel
- Developed or strengthened great communication, network, health, and comradery.

Michael T Ruggiero

MTRuggiero@fredonia.edu
(716) 541-4967
328 Downing St. Buffalo NY 14220

OBJECTIVE

To obtain a professional internship or job opportunity utilizing prior experience and knowledge in business to prepare for a career as a financial analyst.

EDUCATION

State University of New York at Fredonia, Bachelor of Science, expected May 2022

Business Administration: Finance, Minor: Economics

GPA: 3.85, Dean's List: all semesters

President's Award for Excellence, 2019 & 2020

Donald C. Brandt Memorial Scholarship

Gary M. Tripp Memorial Scholarship

Dr. Franklin B. Krohn Memorial Scholarship

RELATED EXPERIENCE

Business Start-up Consultations, FREDONIA ENACTUS - EDGE, Spring 2020

- Established owner consultation meetings with a Laundromat in Dunkirk, NY to determine needs of the business to begin preparing for target audience materials
- Reviewed local areas to promote the services to veteran's in the community
- Project completion canceled due to COVID-19

Business Plan Project, Organizational Behavior, Spring 2020

- CEO of hypothetical Laundromat business
- Overlooked and directed four other team members
- Created a complete business plan and placed 1st place in class

Various Financial Projects, Corporate Finance I & II, Fall 2020 & Spring 2021

- Use of Excel for the purpose of financial forecasting, valuation, cash flow estimation and working capital management to make financial decisions

Fredonia Snack Shack Intern - CFO (2021-Present)

- Responsible for reviewing and creating Financial Reports based on weekly sales
- Collect sales data and maintain a general ledger of cash spent and earned
- Determine taxes owed by analyzing sales data and financial statements

UNIVERSITY & COMMUNITY ENGAGEMENT

Active Community Member, Kappa Sigma Fraternity (2018-Present)

- Fundraise for Military Heroes Campaign through events, and tabling
- Participate in annual community events including: Fall Sweep, Point Gratiot beach cleanup, Walk to End Alzheimer's and Fredonia mini-maker faire

Academic Coordinator, Kappa Sigma Fraternity

- Maintained group study hour documentation, and enforcing participation of all members including group study sessions as needed

WORK EXPERIENCE

Cashier/Food Service Assistant, Cappelli's Pizzeria, Orchard Park, NY (2015-Present)

Dylan Scriven

8249 Hardscrabble Road
Westfield, NY 14787
716-490-5909
dscriven16@gmail.com

Education

August 2020 - Expected May 2022

State University of New York at Fredonia

Bachelor of Science in Business Administration - Finance

- GPA: 3.96
- Dean's List: All semesters

Experience + Project Opportunities

July 2020 - PRESENT

Westfield KOA Campground, Westfield, NY - *Front Desk Service Rep.*

- Verify the customer's credit and establish how the customer will pay for the accommodation.
- Make and Confirm Reservations
- Compute bills, collect payments, and make change for guests
- Arrange upcoming campers to have efficient space allocation in the campground.

February 2021 - May 2021

Organizational Behavior - Mock Business Development - *CFO*

- Prepared hypothetical financial projections
- Calculated cost of potential inception
- Resulted in our group winning the competition and placing first.

Skills

Technological Literacy - Well versed in Excel, Access, Adobe/Google Suites, RStudio.

Articulate - Fluent and coherent speaking and presentation skills

Punctual - Never have I been late to high school, college, work, or sporting practice.

Dependable - When asked to perform in a group project or cover a shift, I will be able to help.

Volunteer Work

Darren Manzella-Lapeira Memorial Run - Volunteered as a helper to prepare meals for runners.

Westfield Methodist Church Food Pantry - Help clients receive appropriate amounts of goods.

Westfield Rec Dept - Indoor youth soccer coach.

Kevin Seybold

3233 East Main Road • Dunkirk, NY 14048
716-785-4852
seyb4563@fredonia.edu

EDUCATION

State University of New York (SUNY) College at Fredonia, Fredonia, New York 05/2022

Bachelor of Science in Finance

Minors in Psychology and Economics

GPA: 3.84

Dean's List: Fall 2018 to Present

Recipient of Presidential Scholarship

Corvinus University of Budapest, Budapest, Hungary

Relevant Coursework: Economics, Marketing, Team Dynamics, History and Culture of Budapest 08/2019-12/2019

GPA: 4.00

MEMBERSHIP IN PROFESSIONAL ORGANIZATIONS

- Beta Gamma Sigma, The International Business Honor Society 2020-Present
- Tau Sigma National Honor Society 2021-Present

RELATED COURSEWORK

- Corporate Finance
- Money and Banking
- Financial Investments
- Strategic Management
- Managerial Finance

WORK EXPERIENCE

Lucky Lanes, Fredonia, New York 09/2017-Present

Bowling Alley Crew Member

- Prioritized tasks such as food preparation to anticipate customer needs and maximize production
- Maintained a sanitary work environment by cleaning equipment to ensure customer safety
- Coordinated individual orders and requests to provide individualized customer service

Lily Dale Maintenance, Lily Dale, New York 06/2019-08/2019

Maintenance Crew Member

- Assisted with tasks such as landscaping and cleaning to ensure the establishment was kept organized and responsibilities were completed in a timely manner
- Coordinated with coworkers to make sure responsibilities were evenly and properly distributed
- Communicated with visitors to answer their questions and help with their requests

VOLUNTEER EXPERIENCE

National Honors Society, Fredonia, New York 10/2016-06/2018

Member

- Earned placement into the Fredonia chapter of the National Honors Society by having an exemplary academic record
- Helped the local Fredonia community by doing yard work such as raking leaves off the lawns of homeowners

Rice Creek Nature Center, Oswego, New York 09/2018

Rice Creek Volunteer

- Packed and distributed mulch along a trail after transportation to supply an easily traversible and safe path for hikers
- Trimmed excess shrubbery along a nature trail to beautify the environment and make it safer for patrons on the trail

SKILLS

- Experienced with design software Final Cut, AutoCAD, Revit, and Solidworks

The Look Book

Resumes of Accounting and Finance Candidates

Class of May 2022

(in alphabetical order)

Minor in Accounting

August Bates

Luis Romero

FREDONIA

STATE UNIVERSITY OF NEW YORK

School of Business

Accounting and Finance Programs

Fall 2021 Edition

August Bates
25 Idlewood Avenue, Hamburg, NY 14075
716-270-3565 | Bate7836@fredonia.edu

Objective

Seeking an internship/employment in a financial or marketing department that desires a detail oriented, fast learning and hard working candidate.

Education

State University of New York at Fredonia, expected graduation May 2022

Bachelor of Science, Music Industry, GPA in major: 3.86

Bachelor of Arts, Jazz Studies, GPA in major: 3.85

Minor, Accounting, GPA in minor: 4.0

Related Coursework: Principles of Financial and Managerial Accounting, Intermediate Accounting 1, Accounting Information Systems 1, Intro to Microeconomics and Macroeconomics, Digital Marketing, Music Marketing and Promotions

Work Experience:

Delivery Driver, Jess in the Kitchn, Hamburg, NY (Seasonal 2020)

- Organize pre-prepared meals and delivered them to customers
- Handle financial transactions between customers and business
- Utilize interpersonal communication skills with customers

Driver, Superior Auto Sales, Hamburg, NY (Seasonal 2019)

- Import Canadian registered vehicles into the US through customs
- Handle related paperwork and registrations through customs and Canadian DMV
- Make financial deposits through RBC Royal Bank
- Utilize professional communication skills, business strategies and teamwork

Manager, Capo II, Buffalo, NY (May 2019-present)

- Handle bookings, related paperwork and financial interactions with venues
- Promote events, music releases and other related news via social media platforms

Assistant, King Center Charter School, Buffalo, NY (May 2018-August 2018)

- Cleaned and organized classrooms and items around the school as needed
- Assisted directly with computers and web-based educational programs
- Displayed educational communication skills with students and professional skills

Extracurricular/Out-Of-School Activities:

- **Section Leader**, Erie County Fair Marching Band (2012-2017; 2021-present)
- **Treasurer**, Fredonia Jazz Workshop (August 2019-December 2019)
- **Board Member**, Fredonia Judicial Board (August 2018-May 2019)

Technical Skills: Google Drive Programs, Microsoft Office, QuickBooks Online, iMovie, GarageBand

Luis Romero

245 Chestnut Street, Lower Apt, Fredonia, NY 14063 (C)
31 Columbia Street, Liberty, NY 12754 (P)
(845) 428-5313
romero0054@gmail.com

Objective

To obtain a Spring 2022 internship to further expand my knowledge and experience for a future career.

Education

State University of New York at Fredonia

Bachelor of Science in Business Administration, Expected May 2022

- Minor: Computer Information Systems, Accounting

Related Coursework

Production and Operations Management
Strategic Management
Human Resource Management
Accounting I

Applied Quality Operations
Information Systems Management
Business Development Systems
Accounting Information Systems I

Employment

Formaggio Cheese, Hurleyville, NY

Seasonal Employee, 2016 - Present

- Worked in the Production, Packaging, and Shipping and Receiving Departments.
- Verified shipments to stores such as Walmart, Aldi, and Costco, ensuring that orders were filled precisely and completely and that all products are stored and shipped properly.
- Track shipments and inventory using Excel.
- Adapted quickly to the fast-paced environment.

SUNY Fredonia Career Development Office

Work Study Office Assistant, Fall 2019- Spring 2021

- Market important campus-wide events sponsored by the office such as Network on the Go, the Job & Internship Expo, and the Fredonia CDO Employer Showcase.
- Help create marketing materials for social media (primarily Instagram).
- Assist in accurately entering jobs into the Handshake job and internship system.
- Answer phones and perform general office duties such as copying and filing as needed.

Skills

- Bilingual in Spanish/English
- Basic knowledge of Visual Studios
- Microsoft Office: Word, Excel, and PowerPoint
- QuickBooks Online
- Time management and organizational skills

The Look Book

Resumes of Accounting and Finance Candidates

Class of December 2022

(in alphabetical order)

Bachelor of Science in Public Accountancy

Joshua Paris

Christopher Shepp

Joshua Wicinski

FREDONIA

STATE UNIVERSITY OF NEW YORK

School of Business

Accounting and Finance Programs

Fall 2021 Edition

Joshua Paris

12 Pin Oak Drive,

Williamsville NY, 14221

joshua.paris263@gmail.com – 716-989-8006

Objective:

Seeking a professional opportunity to begin a career path within the Public Accountancy and Financial field.

Education:

State University of New York at Fredonia

Bachelor of Science in Public Accountancy and Business Administration-Finance

Minor in Economics

Expected December 2022

GPA: Overall: 3.74, Public Accountancy: 3.77, Finance: 3.78, Economics: 3.95

Honors:

- Beta Gamma Sigma International Business Honor Society Membership
- Morris and Marian Poummit Scholarship - 2021
- Dean's List: All Semesters Fall 2018 - Spring 2021

Relevant Courses:

- Intermediate Accounting I and II
- Accounting Information Systems I and II
- Taxation I
- Advanced Accounting
- Cost Management
- Managerial Finance
- Financial Investments

Experience:

- Beta Gamma Sigma Student Vice President of Finance – 2021-present
 - Work closely with the chapter advisor and student president to track membership acceptance, dues payments, and funds for chapter programs and events.
- Williamsville North High School Stage Crew – 2014-18
 - Treasurer – 2016-17: Maintained custody and record of Stage Crew funds as well as wrote reimbursement checks.
 - Back Stage Director – 2017-18: Oversaw all backstage operations

Skills:

- Proficient with Microsoft Office: Word, PowerPoint, Excel, Access
- Competence with QuickBooks Online
- Mathematics – Competent at basic and understanding of complex

CHRISTOPHER SHEPP

linkedin.com/cshepp

cshepp@fredonia.edu | 305 East Main Street, Fredonia, NY 14063 | (716) 908-9724

EDUCATION

State University of New York at Fredonia

Bachelor of Science in Public Accountancy (150-Hour CPA Program), December 2022

Bachelor of Science in Business Administration, December 2022

Concentration: Finance

Accounting GPA: 3.89

HONORS AND SCHOLARSHIPS

Dean's List: all semesters, Beta Gamma Sigma Accounting Honor Society, Alpha Lambda Delta First-Year Honor Society

Barbara Rose Memorial Scholarship, Stephen & Carol Ward Scholarship, M.R.Poummit Achievement Scholarship,

Shaw Community Fund Scholarship, Institute of Management Accountants CMA Scholarship

FINANCE AND ACCOUNTING EXPERIENCE

Site Coordinator, VITA internship, Fredonia, NY, January 2021 - April 2021

- Managed the filing of hundreds of tax returns in TaxSlayer, ensured all forms were filed properly to maximize refunds
- Supervised Interns and Volunteers, checked their completed returns for mistakes, and assisted with finding answers to tax problems
- interacted directly with clients, interviewing them to find their tax needs, and making follow up calls for missing documents and questions

Treasurer, Festivals Fredonia, Fredonia, NY, January 2020 - Present

- Record all transactions for local 501c(3) Organization with an annual budget of around \$40,000
- Prepare monthly P&L Statements for the board of directors, File annual 990 EZ tax forms
- Audited books, and made corrections to organizational workflows to improve accuracy of financial information

BUDGET & OPERATIONS EXPERIENCE

Finance & Operations Co-Chair, Harvest Moon Cemetery Tours, Fredonia, NY, January 2019 – Present

- Reduced budget by 50% through negotiated contracts with alternate vendors
- Increased revenue/participation by 30%

Operations & Workflow Print Supervisor, SUNY Fredonia Reed3D, Summer 2020 – Present

- Research and implement proposal for material cost structure for faculty and students
- Develop policy documents detailing the program's workflow for students and faculty
- Update and maintain the website using Libguides
- Increased student use of the program by 76%
- Created all marketing materials, posters, and displays to promote the program

Budgetary Assistant, SUNY Fredonia Reed Library, Summer 2019

- Optimized staffing coverage within budgetary guidelines to provide the maximum amount of coverage while staying under budgetary restrictions
- Established hidden cells and formulas in Excel for a user-friendly budgeting tool
- Allocated staff costs to associated departments with time off, payroll taxes and benefits

BUSINESS DEVELOPMENT EXPERIENCE

Owner/Operator, Whisper to a Scream Media, Cassadaga, NY, 2017 – 2019

- Successfully made a profit in year one as a start-up company while managing the online presence and ecommerce for a small portfolio of local businesses, including a national tour

Joshua Wicinski

93 East Canyon Drive
Hamburg, NY 14075

Wici0575@fredonia.edu
(716) 860-4112

OBJECTIVE

To acquire an opportunity where I may apply and improve my skills relevant to public accountancy.

EDUCATION

State University of New York at Fredonia Fredonia, NY

Bachelor's degree of Science, Public Accountancy

Minor in Economics

Expected Graduation: DECEMBER 2022

Relevant Course Work: Financial Accounting, Managerial Accounting, Statistical Analysis, Economics of Environmental Resource allocation, Accounting Information Systems, Intermediate Accounting, Taxation I, Taxation II, Information System Structures.

WORK EXPERIENCE

Kitchen 32- Manager/Cook Manager

Hamburg, NY

08/2018-01/2020

- Developed menus, Pricing, and special food offerings to increase revenue and maximize customer satisfaction.
- Applied strong leadership talents and problem-solving skills to maintain team efficiency and organize workflows to meet any daily demand.
- Attended meetings to ensure supplies were being purchased at the lowest possible cost.
- Ordered and received products and supplies to stock kitchen areas.
- Verified proper portion sizes and consistently attained high food quality standards.

Spectrum- Video Repair Associate

West Seneca, NY

04/2019-08/2019

- Worked with cable service customers to understand needs and provide troubleshooting service.
- Handled 15-30 calls per day to address customer inquiries and concerns.
- Maintained excellent attendance record, consistently arriving to work on time.
- Left employer with two-week notice to focus on academics.

Volunteer Work

- Volunteering Coordinator of Fredonia's Rugby team.
- Hamburg Music Fest Clean Up.
- Dunkirk Salvation Army Adolescent Tutoring.
- Dunkirk Friendly Kitchen.

COMPUTER & SOFTWARE SKILLS

- Knowledgeable in Microsoft office, Excel, Access, PowerPoint, and Word.
- Intuit Pro Connect Tax
- Checkpoint Tax

The Look Book

Resumes of Accounting and Finance Candidates

Class of December 2022

(in alphabetical order)

Bachelor of Science in Accounting & Finance

Michael Caruso

FREDONIA

STATE UNIVERSITY OF NEW YORK

School of Business

Accounting and Finance Programs

Fall 2021 Edition

Michael Caruso

812 Central Ave
Dunkirk, NY 14048
(716) 545-2779
Caru4236@fredonia.edu

Objective:

To obtain an internship & full-time position as an accountant

Education:

State University of New York at Fredonia

Bachelor of Science in Accounting, Bachelor of Science in Business Admin-Finance

Expected Graduation: December 2022

Institute of Management Accountants CMA Program Scholarship Recipient

Related Coursework:

Proficient in Microsoft Word, Excel, Access, PowerPoint, Minitab Statistical Software, Intuit QuickBooks, Intuit ProConnect Tax, and Thomson Reuters Checkpoint

Completed/Enrolled in the following major courses:

- | | |
|--------------------------------------|---------------------------------------|
| - Principles of Financial Accounting | - Principles of Managerial Accounting |
| - Accounting Info Systems | - Intermediate Accounting I |
| -Intermediate Accounting II | - Cost Management |
| -Managerial Finance | -Organizational Behavior |
| - Marketing Foundations | -Taxation I |
| -Corporate Finance I | -Operations Management |
| - Small Business Finance | -Business Law |
| -Financial Investments | |

Experience:

Burger King 2019-present

- Engaged in customer relations and made sure each order was accurate
- Managed cash payments and kept track of credit receipts
- Trained new employees to do both daytime and closing shifts
- Maintained a clean and orderly workspace to ensure a safe and clean environment for all customers and other employees
- Helped the manager performing nightly closing procedures, including those relating to internal controls

Target 2017-2018

- Ensured that each customer was satisfied and received great, timely service
- Managed cash sales and ensured the right amount was always in my register
- Assisted management with additional tasks such as stocking carts, inventory, and assisting other departments when needed

Volunteer:

Throughout the past six years I have engaged in 100+ hours of community service with an array of different non-profit and community-oriented organizations such as

- Opportunities Unlimited
- Kiwanis Club
- St. Christopher's Summer days
- Lead a fundraiser at my high school which collected sports equipment and accessories for a less fortunate school in Buffalo

The Look Book

Resumes of Accounting and Finance Candidates

Class of December 2022

(in alphabetical order)

Minor in Accounting

Sawyer Mohney

FREDONIA

STATE UNIVERSITY OF NEW YORK

School of Business

Accounting and Finance Programs

Fall 2021 Edition

Sawyer Mohney

235 Shale Ridge Lane | Clarendon, PA 16313 | (814)726-1221 | smohney@fredonia.edu

Education

- The State University of New York at Fredonia, Fredonia, New York
- Bachelor of Science in Applied Mathematics, minor in Accounting | Expected graduation: December 2022
- GPA: 3.82
- Relevant Courses: Financial and Managerial Accounting, Financial Mathematics/Interest Theory, Intermediate Accounting, Accounting Information Systems, Introductory Computer Science, Calculus I, II, and III, Differential Equations, Linear Algebra, Mathematical Structures and Proofs and Statistics

Experience

From May 2021 – Present

Loan Servicing Team Member | Northwest Bank | Warren, Pennsylvania

- Process customer and dealership loan payments and payoffs.
- Maintain a balance throughout the work day.
- Debit and credit proper accounts as payments are processed.
- Assure payoff amounts are accurate by analyzing accrued interests on loans up to the payoff date.
- Contact customers who failed to send full payoffs for their shortages.
- Properly file customer mortgages and their recording information.

From September 2018 – To August 2020

Paperwork Processing | Calvert Pearson Insurance Group | Warren, Pennsylvania

- Properly filed electric fund transfers, insurance applications, uninsured and underinsured acknowledgements, and property appraisals.
- Sorted customer files and worked to transfer them to an online filing system.

Awards & Acknowledgements

- Dean's list all semesters to date
- Awarded Frank R. Olson Scholarship for Mathematical Science
- Received President's award for Excellence

The Look Book

Resumes of Accounting and Finance Candidates

Class of May 2023

(in alphabetical order)

Bachelor of Science in Public Accountancy

Jordan Barrett

Victoria Bugenhagen

Angelique Evans

Alexander Fickel

Olivia Gates

Trevor Gehen

Matthew Hill

Portia McCrimmon

FREDONIA

STATE UNIVERSITY OF NEW YORK

School of Business

Accounting and Finance Programs

Fall 2021 Edition

JORDAN BARRETT

1510 State Road | Wyoming, NY 14591 | (585) 993-7606 | barr8907@fredonia.edu

EDUCATION

State University of New York at Fredonia

Bachelor of Science in Public Accountancy, expected May 2023

Bachelor of Science in Finance, expected May 2023

- Overall GPA: 3.76

ACHIEVEMENTS

- International Business Honor Society
- President's Award for Excellence
- Honors Program
- Dean's List – all semesters
- SUNYAC Academic Honor Roll – all semesters

LEADERSHIP/ATHLETICS

Student-Athlete, Women's Soccer Team – SUNY Fredonia

August 2019-Present

- Managed a schedule of training, practice and competition, as well as high academic performance
- Competed in Division III SUNYAC conference

Resnet Staff – SUNY Fredonia

January 2021-Present

- Provide support for residential technology used by students, staff and guests within the residence halls
- Deliver high quality customer service assistance with Ethernet connectivity, hardware/software troubleshooting, electronic card access and network security issues
- Enhanced problem solving, communication and technology skills

Member, Student Athletic Advisory Committee – SUNY Fredonia

April 2021-Present

- Selected by coaches and teammates to represent the soccer team to promote and disseminate communication between athletics administration and student-athletes
- Attend weekly meetings to advocate on behalf of student athlete interests and concerns at SUNY Fredonia
- Help build a sense of community within athletics through programming

EMPLOYMENT

Server & Beverage Cart – The Club at Silver Lake

May 2021-August 2021

- Worked effectively with team members in a high-volume environment to deliver exceptional member service
- Informed customers on availability for reservations, specials, and other related service questions
- Ensured accuracy while handling cash and credit card payments

?

VOLUNTEER WORK

- *Food Drive Volunteer* – Red Cross
- *Supervisor* – Kid's Night Out
- *Door Greeter* – Miracle on Main Street

CERTIFICATION/SKILLS

Certified in Microsoft Excel, Word, PowerPoint

Personable

?

VICTORIA BUGENHAGEN

3455 North Boston Rd
Eden, NY 14057
(716) 803-7584
Buge5626@fredonia.edu

OBJECTIVE

Senior accounting student with proven accounting, tax and communication skills. Seeking an internship with a local public accounting firm.

EDUCATION

Bachelor of Science in Public Accountancy | SUNY Fredonia

AUGUST 2018 – PRESENT

Cumulative GPA 3.20 / Public Accountancy GPA 3.39

Dean's List: Spring 2021, Spring 2020, Fall 2019, Spring 2019

- Field of study, successfully completed and in-process course work includes: Intermediate Accounting I, Taxation I, Taxation II, Advanced Accounting and Business Law

EXPERIENCE

Junior Intern | Brock Schechter & Polakoff

January 2021 – April 2021 (Part-time 20-25 hours/week)

- Organize and scan taxpayer's documents to ensure accurate and efficient preparation
- Prepare individual Federal and State tax returns in compliance with the Internal Revenue Code regulations
- Communicate with clients regarding questions and information relevant to their tax returns

Office Manager | Gallina's Repair Service Inc.

July 2018 – Present (Part-time 10-20 hours/week)

- Enter and process all accounts receivable and accounts payable for the company
- Aid customers, answer calls, schedule automotive repairs, and order parts from vendors

Customer Service Representative | D&M Bugenhagen Insurance Agency Inc.

June 2019 – Present (Part-time, 8 hours/week)

- Completed pre-licensing certification for property and casualty insurance. Currently studying to obtain my New York State Insurance License
- Track accounts receivable by applying premium payments to customer accounts
- Perform customer service duties including answer phones and obtaining prospective customer's information
- Train new personnel and assist with overflow of office work

Associate | Eatsa Pizza

July 2016 – January 2021 (Part-time, 10-30 hours/ week)

- Perform nightly cash count and close out of register to prepare next-day deposit
- Interact with and assist customers by taking phone and walk-in orders

SKILLS

- Intuit ProConnect Tax
- Thomson Reuters Checkpoint
- Microsoft Office (Word, Excel, Access, and PowerPoint)
- QuickBooks Desktop

ANGELIQUE EVANS
18 Klafehn Drive
Hilton NY, 14468
585-478-7208
Evan1805@fredonia.edu

OBJECTIVE

An internship in the public accounting field.

EDUCATION

State University of New York at Fredonia
Bachelor of Science, Public Accountancy, May 2023
Minor: Psychology
GPA: 3.40
Dean's List: 1 semester

Hilton High School, Graduated 2018
Regents Diploma with Advanced Designation
The Seal of Biliteracy- Awarded for studying and attaining proficiency in two or more languages by high school graduation
High Honor Roll

EXPERIENCE

A Christina Breen-Hale State Farm, Greece, NY
Summer intern, Summer of 2017

- Assisted with data entry, including names, addresses, and contact information
- Completed receptionist duties, including answering phones, and preparing mailings

COMPUTER SKILLS

Microsoft Excel, Access, and Word, Google Slides, Google Docs

VOLUNTEER

Foster cats for Keller's Kats rescue

Served as a tutor for High School Spanish and college-level statistics

Coordinated collecting shoes and soccer cleats to send to Nicaragua- for International Baccalaureate Education representation

Apple Derby Run- 5-mile run, winner is rewarded money

Student Council- club to provide assistance with school activities, and give opportunities for students to have leadership roles

Alexander Fickel

70 Brigham Road, 231

Fredonia, NY 14063

Fick2858@fredonia.edu

716-713-0922

Education

State University of New York at Fredonia

- Bachelor of Science in Public Accountancy, Bachelor of Arts in Economics, May 2023
- Dean's list every semester
- Overall GPA: 3.58, Accounting GPA: 3.76, Economics GPA: 3.87
- Alpha Lambda Delta Honor Society

Related Courses

- Managerial Accounting
- Financial Accounting
- Intermediate Accounting
- Taxation 1
- Accounting Information Systems 1
- Managerial Finance
- Statistical Analysis
- Money/Banking/Monetary Economics
- Intro to Information Systems

Group Management Experience

Technology Club President Lakeshore High School (2015-2019)

- Performed several fundraisers every year to raise money for club activities.
- Accumulated leadership skills over the 4 years of being president.
- Facilitated an environment for free and open discussion on club matters.

Related Skills

- Strong understanding of Microsoft Office
- Data Analysis and Linear Regression experience
- Complementary understanding of economics in relation to accounting.
- Consistent and fast typing speed.
- Intuit ProConnect Tax Online
- Thomson Reuters Checkpoint
- QuickBooks Online

Olivia Gates

26 Sampson Street, Jamestown, NY 14701
(C) 716-489-6246 | (E) gate1210@fredonia.edu

Education

Expected in 05/2023 **State University of New York At Fredonia** — Fredonia, NY

Bachelor of Science in Public Accountancy and Business Administration-Finance

- Business Club President and Accounting Society Secretary
- Member of the School of Business Advisory Council
- Member of the Beta Gamma Sigma International Business Honor Society
- Awarded the 2021 Dr. Franklin B. Krohn Memorial Scholarship & the 2021 Bennett Accounting Scholarship
- Attained the 2021 New York State Society of CPA John T. Kennedy Memorial Award
- Overall GPA: 3.61

Related Experience

12/2020 – 08/2021 **Schaffner Knight Minnaugh & Co.** — Jamestown, NY

Accounting Intern

- Prepared individual income tax returns for clients while also gaining experience learning about entity level returns
- Provided bookkeeping functions in order to adjust trial balances for tax return preparation
- Developed an understanding of how a CPA firm interacts with and services clients
- Responsible for tracking daily time spent on client engagements
- Served as a member of the audit team on engagements by assisting with inventory counts
- Performed other project-based tasks as needed

02/2021 – 04/2021 **Volunteer Income Tax Assistance Program (VITA)** — Fredonia, NY

Volunteer Tax Preparer

- Volunteer to prepare individual tax returns for low-income and elderly members of the community
- Assisted individuals with properly filling out necessary paperwork required to prepare their income tax returns in an accurate and efficient manner

Other Experience

08/2019 – Current **Jenna's 4th Street Cafe** — Dunkirk, NY

Waitress

- Maintain accurate handling of cash and credit card payments including counting and providing correct change all while providing exemplary customer service

07/2019 - 08/2019 **City of Jamestown Playground Program** — Jamestown, NY

Park Leader

- Worked closely with other park leaders to deliver project requirements and meet deadlines

05/2018 - 06/2019 **Wegmans Food Supermarkets Inc.** — Jamestown, NY

Front End Cashier

- Handled customer transactions while maintaining physical custody of cash during my shift

Computer Skills

- Proficient in Intuit ProConnect Tax, Microsoft Office (Word, Excel, Access, PowerPoint) and Thomson Reuters Checkpoint

Trevor Gehen

3469 Parkwood Common
Hamburg, NY 14075
gehe3238@fredonia.edu – (716) 392-4056

EDUCATION

State University of New York at Fredonia

Bachelor of Science degree, Public Accountancy, expected graduation May 2023

RELATED COURSES

Managerial Accounting

Financial Accounting

Taxation 1 & 2

Managerial Finance

Accounting Information Systems 1

Intermediate Accounting 1 & 2

RELATED EXPERIENCE

Accounting Intern – Uebelhoer & Associates, CPA's, P.C. – January 2020 to August 2020

- Responsible for entering personal and corporate returns into UltraTax C.S.
- Various tasks such as bank reconciliation and assisting payroll on QuickBooks
- Scanned and became familiar with individual tax returns
- Worked as an integral part of a CPA firm during tax season

SOFTWARE KNOWLEDGE

- Microsoft Office
- QuickBooks
- UltraTax C.S.
- TaxAct
- Minitab
- Checkpoint

EMPLOYMENT

Senior Program Staff – Boys & Girls Club of Orchard Park – June 2015 to Present

- Responsibilities include creating a daily schedule of activities and games for campers
- Also supervising Staff/ Junior Staff

ACTIVITIES

Currently I play club hockey at SUNY Fredonia. I am treasurer on our team board. I like to play golf with my family and friends. I volunteer at the country club I belong to with junior golf helping kids learn to play.

Matthew Hill

(E) hill4197@fredonia.edu (C) 716-485-3366
235 Hallock Street, Jamestown, NY 14701

EDUCATION:

State University of New York at Fredonia
Bachelor of Science, Business Administration-Finance and Public
Accountancy, expected December 2022

- Business Club Vice President
- Received Excelsior Scholarship
- Received President's Award for Excellence Scholarship
- Dean's List - Spring 2020, Fall 2020 & Spring 2021
- Business Administration: Finance GPA: 3.72
- Public Accounting GPA: 3.87

RELATED COURSES:

Intermediate Accounting I	Taxation I
Accounting Information Systems I	Managerial Finance
Principles of Financial Accounting	Micro and Macroeconomics
Small Business Finance	

EXPERIENCE:

Parks Department Seasonal Assistant, City of Jamestown Parks Department -
Department of Development - Jamestown, NY, June 2018 - August 2021

- Experience in working in a group setting
- Gained instruction following skills
- Produced leadership skills
- Developed on existing communication skills

Snack Shack Volunteer, Fredonia University Student Run Store – Fredonia,
NY, January 2019 – Present

- Manage inventory while also handling cash on a daily basis
- Recording sales into spreadsheets

TECHNICAL SKILLS:

Minitab - Knowledge of statistical graphs and functions
Microsoft Office - Basic knowledge of how to use Word, Access, Excel.
Intuit ProConnect Tax Online – understanding of tax document preparation
Quickbooks Online – gaining experience with tax document preparation
Thomson Reuters Checkpoint – comprehension of tax research questions by
referencing sources

PORTIA MCCRIMMON

221 Cherry St #404 Jamestown, NY 14701 | (716) 969-8652 | mCCR5852@fredonia.edu

Education:

State University of New York at Fredonia

- *Bachelor of Science Public Accountancy and Business Administration (May 2023)*

Experience:

Accounting Intern (July 2018 – September 2020)

National Comedy Center, 2 W 3rd St, Jamestown, NY 14701

- Managed payment due dates through QuickBooks Online
- Entered new accounts and organized expenses through QuickBooks Online
- Printed and mailed check payments to various vendors

Customer Service Representative (April 2017 – July 2018)

The Connection, 301 E 2nd St, Jamestown, NY 14701

- Settled customer complaints and dissatisfaction
- Provided instruction and guidance to consumers
- Entered customer data into system for orders and escalations involving refunds

Page (December 2011 – July 2013)

Brea Library, 1 Civic Center Circle, Brea, CA 92821

- Returned items to library shelves in correct decimal order
- Assisted patrons with location of materials and questions regarding library procedures
- Entered new patron data and updated current accounts within the library system

Software Skills:

Intuit ProConnect Tax, Thomson Reuters Checkpoint, QuickBooks Online, Microsoft Office (Excel, Word, Access, PowerPoint)

Related Coursework:

Taxation I, Intermediate Accounting I, Accounting Information Systems I, Statistical Analysis, Managerial Finance

Volunteerism:

Salvation Army (February 2017 – April 2017) – Assisted with food and clothing donations

Brea Library (January 2012 – July 2013) – Assisted with facilitating events for children and teens

The Look Book

Resumes of Accounting and Finance Candidates

Class of May 2023

(in alphabetical order)

Bachelor of Science in Accounting

Jackson Berry

Christopher Bollman

Kurtis Borsi

Julia Deland

Yisel Fernandez-Arevalo

Mitchell Laurie

Haiyao Xiao

FREDONIA

STATE UNIVERSITY OF NEW YORK

School of Business

Accounting and Finance Programs

Fall 2021 Edition

JACKSON N. BERRY

jacksonnberry@gmail.com | 4676 Albany Post Rd 4B2 Hyde Park, NY 12538 | (845) 654-3788

OBJECTIVE

Seeking professional experience within the field of accounting beginning Spring 2022, while simultaneously completing a Bachelors of Science in Accounting.

EDUCATION

Bachelor of Science in Accounting, Expected May 2023

State University of New York at Fredonia

- Deans List Fall 2019 & Spring 2020
- Received Excelsior Scholarship
- Received Fredonia Promise Award
- Relevant Course Work Includes: Principles of Financial Accounting, Accounting Information Systems, Intermediate Accounting I, Taxation I, Business Law, as well as Business and Ethics.

ACCOUNTING EXPERIENCE

Audit/Budget Committee, Faculty Student Association Board of Directors, Fall 2020- Present

- Review yearly budget and discuss program funding from the Faculty Student Association
- Advocate for students, regarding on-campus concerns
- Maintained financial integrity while reviewing monthly financial statements within a 15-million-dollar budget 501(c)(3).

RELATED LEADERSHIP EXPERIENCE

Speaker of the Assembly, Fredonia Student Association, May 2021 – Present

- Supervised 170+ student clubs through a re-recognition process yearly.
- Chaired a weekly Rules Committee meeting to review paperwork from all 170+ clubs. (10-20 in attendance)
- Chaired a weekly General Assembly meeting to provide updates to and from student clubs, class representatives as well as executives and staff members. (20-50 in attendance)

Treasurer, Gamma Sigma Sigma (coed sorority), Spring 2020 – Summer 2021

- Supervised payment coming in and out of the group including but not limited to dues, purchase orders and even contracts with outside vendors.
- Well versed in using Microsoft Excel for spreadsheets to organize data and keeping track of payment plans as well as debits and credits.
- Fundraised over \$500 for the Trevor Project

Public Relations Intern, Senator Sue Serino, Summer 2020

- Communicated with local businesses to update and organize contact information of constituents.
- Collaborated with government officials to create a more organized and easier to read format of constituents and their concerns.

GENERAL EMPLOYMENT

Sales Associate, Carters, May 2019 – August 2020

- Improved engagement with store merchandise while marketing several rewards programs and credit cards to customers.
- Experience with cash handling and balancing drawers

TECHNICAL SKILLS

Microsoft Excel, Access

Intuit ProConnect Tax

QuickBooks Online

Thompson Reuter Tax

Objective	My objective is to acquire an internship this summer to get experience and knowledge in the accounting field.	
Education	State University of New York at Fredonia	Fredonia, NY
	Expected Graduation: May 2023	
	<i>Bachelor of Science in Public Accountancy</i>	
	<ul style="list-style-type: none">• Transfer Student Excellence Scholarship• Financial Accounting, Managerial Accounting, Information System Accounting, Intermediate Accounting, Accounting Info Systems.• 3x Dean List• 3.8 GPA	
Experience	Kelly Dawson, CPA	Jamestown, NY May 2021- August 2021
	<i>Intern</i>	
	<ul style="list-style-type: none">• Collected and Analyzed Spreadsheets• Examined company accounts and financial systems• Checked financial reports for accuracy• Developed Excel Skills• Prepared books for the accountant• Developed QuickBooks skills• Developed Tax Pro Series skills• Reconciled bank accounts	
	Crosby's	Falconer, NY Jan 2021- June 2021
	<i>Floor Associate</i>	
	<ul style="list-style-type: none">• Work register and ensure products are sold correctly• Prep and cook food orders for customers• Develop communication skills with customers	
	JCC Fitness Center	Jamestown, NY Aug 2019 – Jan 2020
	<i>Desk Assistant</i>	
	<ul style="list-style-type: none">• Promoted the facility amenities and sold memberships to incoming clients• Communicate and resolve any client concerns	
	Brick Walk Cafe	Chautauqua, NY Jun 2017 – Aug 2019
	<i>Kitchen Supervisor</i>	
	<ul style="list-style-type: none">• Training employees in the culinary field (8 Employees)• Supervise employees and ensure their safety• Developed leadership skills and management skills	
Certificates	N.A.C.P.B. Bookkeeping Certification	March 2021
	Fundamental bookkeeping and payroll knowledge	
	Foundations of Leadership	February 2021
	Concepts of working together and being a successful leader	



Kurtis Borsi

10594 Fairmount Rd Newbury, OH 44065 | 440-665-9584 | bors2107@fredonia.edu

EDUCATION

State University of New York at Fredonia
Bachelor of Science, Accounting, May 2023

WORK EXPERIENCE

Leikin Motor Companies Mercedes-Benz of Willoughby & Volvo Cars Cleveland
Willoughby, OH

Sales and Service Advisor May 2020 – Present

- Worked with clients and presented product knowledge on vehicles they desire.
- Prepared, lease, finance, and cash numbers for customers.
- Repetitive phone calls working with clients and fitting their needs.
- Prepared quotes and service write-ups for customers and ordered parts.

Porter and Detailer September 2018 – April 2020

- Handled customer car washes and details.
- Wrote invoices for all customer vehicles.

TWIST Creative, Inc. – Cleveland, OH

Intern February 2019

- Oversaw various projects for marketing that include, strategies, digital creation, and management.

The Lubrizol Corporation – Cleveland, OH

Intern December 2018

- Oversaw different departments from managing, marketing, and manufacturing Lubrizol oil.

Newbury High School – Newbury, OH

Custodial Summer Help June 2017 – August 2018

- Cleaned and maintained my High School.
- Landscaped and maintained all athletic fields.

Holly Hill Nursing Home – Newbury, OH

Dietary Aid September 2016 – March 2017

- Managed assisted living area of 20+ residents by myself taking orders, serving, and cleaning.

VOLUNTEER

Boy Scouts Troop 99 2006 - 2018

- Eagle Scout
- Senior Patrol Leader
- Over 100 hours of community service

ATHLETICS

Baseball at Newbury High School 2015 – 2019

- 4-year varsity letter winner
- All Ohio 1st team honorable mention
- Team Captain
- Division title winner senior year

RELEVANT COURSE WORK

Microeconomics – Macroeconomics – Financial Accounting – Managerial Accounting
Accounting Info Systems – Intermediate Accounting – Statistics – Information Systems

JULIA DELAND

33 Seel Street, Dunkirk, NY 14048
(716) 467 -6755 Dela7232@fredonia.edu

EDUCATION

May 2021

Associate of Science, Business Administration, Jamestown Community College

GPA 3.95, Dean's List Spring 2020 and Fall 2021

Expected May 2023

Bachelor of Science, Accounting, State University of New York at Fredonia

WORK EXPERIENCE

Cashier, August 2017 – present

BEACH HOUSE BAR AND GRILL, DUNKIRK, NY

- Handled cash and credit card transactions accurately and efficiently
- Reconciled cash in the drawer to daily sales report
- Trained new employees on cash handling procedures
- Communicated with customers and coworkers to ensure smooth and satisfactory service
- Resolved customer complaints while remaining polite and level-headed

SOFTWARE SKILLS

Microsoft Office (Access, Excel, PowerPoint, Word)

QuickBooks Online

Intuit ProConnect Tax

Thomson Reuters Checkpoint

VOLUNTEERISM

Treasurer of the French Club (September 2019 – February 2020

Treasurer of the Theatre Club (October 2018 - March 2020)

Member of the Girl Scouts of the USA (2015 – 2020)

RELEVANT COURSE WORK

Intermediate Accounting I

Taxation I

Accounting Information Systems I

Principles of Financial Accounting

Principles of Managerial Accounting

Yisel Fernandez-Arevalo

100 Horace Avenue, Roosevelt, NY 11575 | yfernandezarevalo@fredonia.edu | (516) 476 - 0458

EDUCATION

Bachelor of Science (triple majors: GPA: 3.97), expected May 2023

State University of New York at Fredonia

Music Industry (3.96), Business Administration: Finance (4.0), and Accounting (4.0)

BUSINESS FINANCE & ACCOUNTING EXPERIENCE

Treasurer – *Sound Services*, Fall 2021 – Present

- Create and handle a budget for the year for equipment and revenue
- Ensure that all forms are filled out in a timely manner for the club to run efficiently

Major Survey Analysis Project, *Statistical Analysis* – Spring 2021

- Utilized Minitab to compute and analyze the importance of a class for the major careers

Final Access Project, *Information Systems Structure* – Spring 2021

- Developed and categorized data into table structures and relations of data for a department of responsibility using Microsoft Access

Business Manager – *Fredonia Radio Systems*, Fall 2020 – Spring 2021

- Budgeted and managed over \$14,000 for the year to pay for the station's expenses
- Planned, implemented, and ran the underwriting process for the station

Fundraising Committee – *Music Industry Club*, Fall 2019 – Spring 2021

- Researched and conveyed different ideas for the club to raise money
- Supported by collecting money at events for the club

RELATED EXPERIENCE

General Manager – *Fredonia Radio Systems*, Fall 2021 – Present

- Coordinate and plan executive meetings for a board of 9 people

Record Label Contract Project, *Contracts*, Spring 2021

- Applied negotiation techniques to compose a contract between a label and band

Assistant to the Executive Board – *Sound Services*, Fall 2020 – Spring 2021

- Contributed with events, meetings, and anything that was needed to help the club

Radio Show Co-Host – *Just About Anything*, Spring 2020 – Present

- Research, brainstorm, and prepare ideas for the show and social media posts

Business Manager's Assistant – *Fredonia Radio Systems*, Fall 2019 – Spring 2020

- Collaborated in writing an underwriting contract and underwriting business letters

INTERNSHIP EXPERIENCE

Label Relations Intern – *NSY BOY Inc*, Summer 2021

- Categorized multiple files to keep the audio and images organized for releases
- Assisted with adding events onto multiple platforms, such as Eventbrite, Posh, etc.
- Researched and gathered information on publications that can be contacted to promote the artists

TECHNICAL SKILLS

Microsoft: Excel | Access | Word | PowerPoint

Google: Docs | Sheets | Slides | Forms | Gmail

Accounting Software: QuickBooks Online | Intuit ProConnect Tax Online | Thomson Reuters Checkpoint

Mitchell Laurie

175 Eagle Street Fredonia, NY 14063 | (716)785-3911

Laur5134@fredonia.edu | www.linkedin.com/in/mitchell-laurie

OBJECTIVE

To obtain an internship for spring/summer 2022 in the accounting field to gain hands on experience.

EDUCATION

State University of New York at Fredonia

Bachelor of Science in Accounting | Expected Graduation: May 2023

- Cumulative GPA: 3.72 | Accounting GPA: 3.78
- Dean's List all semesters

WORK EXPERIENCE

Laborer, X-Cel Services, Stockton, NY, May 2014 – Present

- Provide professional window, janitorial, and carpet cleaning services

Verizon sales consultant, Cellular Sales Inc., Fredonia, NY, September 2017 – January 2019

- Establish new consumer and business accounts while providing great service during and after sales are completed
- Provided technological advice and information about products and services

Shift Manager, Country Fair Inc., Gerry, NY & Fredonia, NY, November 2012 - July 2016

- Delegated responsibilities to sales associates (cleaning, filling coolers, etc...)
- Operated cash register/greeted and worked with customers
- Ran internal cigarette and lottery audits every shift
- Controlled and closed out all registers while pulling all of that day's transactions and paperwork that would be needed for morning
- Accounted for and filled change dispenser used by the sales associates on registers
- Handled and accurately accounted for cash for bank deposits

Sales associate, Country Fair Inc., Fredonia, NY, November 2011 – November 2012

- Operated cash register/greeted and worked with customers
- Completed tasks such as cleaning and filling of coolers and freezers

TECHNICAL SKILLS

- Microsoft office: Word, Excel, Access, PowerPoint
- QuickBooks Online
- Intuit ProConnect Tax
- Thomson Reuters Checkpoint

Haiyao Xiao

70 Brigham Road, Fredonia NY

xiao6266@fredonia.edu

716-951-2673

Education

State University of New York at Fredonia

Major: Bachelor of Science, Accounting Expected Graduation: May 2023

Current GPA: 3.4

Relevant Coursework

- Business Law I Statistical Analysis
- Strategic Management Cost Management
- Intermediate Accounting I & II Managerial Finance
- Taxation I & II Marketing Foundations

Experience

Hotel front desk attendant Guangdong Province, China-2019 summer

- Assist the hotel management in checking and verifying the daily housing demand and supply, and communicate with the leadership
- Report the situation promptly when encountering special circumstances. Maintain customer privacy
- Actively greet guests who check-in, help them with various procedures.

Cashier Guangdong Province, China-2020 summer

- Accurately and quickly check cashier amounts, provide receipts to guests, and invoice upon request.

Trainee accountant Guangdong Province, China-2021 summer

- Learned initial bookkeeping skills and actively completed the work assigned by the leadership during work.
- Follow the company's accounting field for many times, familiar with the process, timely feedback to colleagues to help them to synchronize the progress of work more advanced.
- Participate in the company's office supplies procurement and take the initiative to provide suggestions, improving the efficiency by one-third compared with the same period last year.

Skills

Words, Excel, Assess, PowerPoint, Intuit ProConnect Tax, Thomson Reuters Checkpoint, QuickBooks Online.

Languages

Chinese, Cantonese – Native language

English – Secondary language

The Look Book

Resumes of Accounting and Finance Candidates

Class of May 2023

(in alphabetical order)

Bachelor of Science in Finance

Talia Defay

FREDONIA

STATE UNIVERSITY OF NEW YORK

School of Business

Accounting and Finance Programs

Fall 2021 Edition

TALIA DEFAY

167 Thorndyke Rd
Rochester, NY 14617
(585) 472-9922
Defa9554@fredonia.edu

OBJECTIVE

To obtain an internship in financial advising.

EDUCATION

State University of New York at Fredonia

Bachelor of Science in Business Administration- Finance | Expected 05/2023

Minor in Economics

- Dean's List every semester at Fredonia
- Awarded Alumni Sophomore Achievement Award
- Overall GPA 3.97

EXPERIENCE

Seasonal Daycare Teacher | Unique Child – Rochester, NY

01/2021- Current

- Supervised free play, outside play, as well as learning and development activities
- Controlled classroom environments with clearly outlined rules and positive reinforcement techniques

Shopper | Instacart – Rochester, NY & Fredonia, NY

04/2019- 02/2021

- Satisfied customers with quick, accurate service under tight deadlines
- Maximized hourly rate by organizing shopping trips and planning efficient routes

Cashier | Wegmans Food Supermarkets Inc. – Irondequoit, NY

08/2016- 09/2018

- Handled cash, card, check, gift card, EBT, and coupon transactions accurately for customer purchases
- Maintained physical custody of cash during my shift
- Packed and bagged products according to customer preferences
- Addressed and resolved customer complaints with friendly and level-headed assistance to maintain satisfaction levels

EXTRA CURRICULAR

- Member of the Fredonia Women's Soccer Team
- Volunteer work with Irondequoit Soccer Club

The Look Book

Resumes of Accounting and Finance Candidates

Class of December 2023

(in alphabetical order)

Bachelor of Science in Public Accountancy

Frantz Charles

FREDONIA

STATE UNIVERSITY OF NEW YORK

School of Business

Accounting and Finance Programs

Fall 2021 Edition

Frantz Souneka Charles

fcharles@fredonia.edu | 516-800-5771

Local: 48 Cushing Street, Fredonia, NY 14063 | Permanent: 1013 Harding Street, Uniondale, NY 11553

OBJECTIVE

To obtain a professional accounting-related internship using my experience in data tracking, accounting practices, and analysis of economic trends, while applying my skills in outreach, inclusion, office representation, and customer service.

EDUCATION

State University of New York at Fredonia, Bachelor of Science, GPA: 3.5, Expected May 2023

Dual Majors: Public Accountancy & Business Administration: Marketing, Dean's List: Three semesters

Bilingual: English, Haitian Creole | Conversational: Spanish, French

TECHNICAL SKILLS

Accounting/Taxation: Intuit ProConnect Tax, QuickBooks Online, Thomson Reuters Checkpoint

Microsoft Office: Word, Excel, Access, PowerPoint, Publisher

Social Media: Snapchat, Instagram, Twitter, Facebook

Marketing/Design: Canva

RELEVANT COURSEWORK

Purchase & Inventory Management, Managerial Accounting, January - May 2021

- Tracked purchases and sales for merchandise
- Maintained records of inventory including changes in the inventory status

Track & Audit Transactions and Statements, Financial Accounting, August - December 2020

- Created financial statements for mock data set that included reports of change of assets, and liability changes, and the impact on the company's overall financial report

Economic Society Analysis, Macro & Micro Economics, August 2019 - May 2020

- Evaluated economic trends on a long- and short-term basis as it compared to the Great Depression and the impact on stock market trends and economic society

LEADERSHIP & SERVICE SUPPORT ROLES

Student Outreach Office Assistant, SUNY Fredonia Career Development Office, August 2020 - Present

- Create engaging content and interaction opportunities through multiple social media accounts
- Established student/user-friendly calendar to avoid overlap and accentuate most relevant events
- Collaborated with peers to develop the first snap-chat video message for an upcoming event

Student Front Desk Assistant, SUNY Fredonia Financial Aid Office, June 2021 - Present

- Trained to use administrative software (Banner) to manage and audit financial aid records
- Provided quick calculations to parents/students preparing for semester bills including financial aid

Collegiate Orientation Leader, SUNY Fredonia New Student and Transition Programs, May - August 2021

- Adapted and responded to a constant change in schedule and student group needs to present new information to incoming students while interacting with university staff

GENERAL EMPLOYMENT

Waitress/Server, The Carltun, East Meadow, NY, May 2017 - May 2019

Student Registration Administrator & Office Assistant, Uniondale Public Schools, July 2018 - August 2018

Teacher's Assistant & Office Assistant, Uniondale Public Schools, July 2017 - August 2017

The Look Book

Resumes of Accounting and Finance Candidates

Class of December 2023

(in alphabetical order)

Bachelor of Science in Accounting

Colter Day

FREDONIA

STATE UNIVERSITY OF NEW YORK

School of Business

Accounting and Finance Programs

Fall 2021 Edition

Colter Day

315-750-0980 | 5171 Glass Factory Road, Munnsville, NY | cday@fredonia.edu

EDUCATION

Bachelor of Science in Accounting – expected December 2023

State University of New York at Fredonia

Associate of Science in Accounting, May 2021

State University of New York at Morrisville

GPA: 3.03, Dean's List: two semesters

ACCOUNTING OPPORTUNITIES

Mock Business Input Simulation, Business Management/Decision Making, Fall 2020

- Utilized Capsim; a competitive mock business simulator
- Collaborated as a team of four; serving as the finance lead, and time and material investment
- Advised group members on business decisions, resulting in increased sales and more efficient production

Make/Buy Project, Cost Accounting, Spring 2021

- Studied differential costing by comparing different production techniques for processed food items

Player Performance Analysis, Business Statistics, Fall 2020

- Recorded performance stats of a professional Esports player over 30 matches to analyze changes in team point contribution and the length of games

Fictional Bookkeeping, QuickBooks Microcomputer Applications, Spring 2021

- Recorded one-year worth of transactions for a fictional computer business
- Learned how to use functions of QuickBooks Online to automatically make financial reports and handle year-end operations

LEADERSHIP

Treasurer, PBL FBLA SUNY Morrisville Chapter, August 2019-May 2020

- Analyzed costs toward attending a conference in New York City
- Collected and recorded funds raised from sales of candied popcorn

TECHNICAL SKILLS

Capsim

Intuit QuickBooks Online

Intuit ProConnect Tax

Thomson Reuters Checkpoint

Microsoft Office: Word, Excel, and PowerPoint

Work Experience

Food Hall Porter, Turning Stone Resort Casino, LLC, Verona, NY, July 2019-March 2021

- Attended to up to 5,000 customers during show nights
- Restocked coolers, condiments, and napkins throughout the day
- Sanitized tables on opening/closing and during operating hours

The Look Book

Resumes of Accounting and Finance Candidates

Class of May 2024

(in alphabetical order)

Bachelor of Science in Public Accountancy

Jenna Leid
Zach Nickerson
Cameron Reed
Vanessa Ryhal
McKenna Steklasa

FREDONIA

STATE UNIVERSITY OF NEW YORK

School of Business

Accounting and Finance Programs

Fall 2021 Edition

Jenna Leid

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Fredonia, NY 14063
716-785-7702
leid7347@fredonia.edu

OBJECTIVE To obtain an accounting internship for the spring semester to get hands-on experience in my chosen career field

EDUCATION **State University of New York at Fredonia**
Bachelor of Science, Public Accountancy, May 2024
Overall GPA: 3.75 Major GPA: 3.55
Honors: Beta Gamma Sigma, Dean's List, Academic Scholar Award

RELATED COURSES Financial Accounting Managerial Accounting
Microeconomics Macroeconomics
Statistics for Business Administration Taxation I
Accounting Information Systems I Intermediate Accounting
Statistical Analysis

PROJECT **Statistics for Business Administration, Fall 2020**
SUNY Fredonia

- Acquired data from test scores to complete individual statistical analysis utilizing Excel and data representation models
- Based on the research results, it was concluded there was a large range of scores among students

EMPLOYMENT **Team Member, August 2019-present**
Tim Hortons, Fredonia, NY

- Recognized as Student of the Month for going above and beyond during global pandemic (October 2020)
- Prepared guest orders in efficient and accurate manner, in a fast-paced environment, utilizing point of sale system
- Provided strong communication and collaboration with team members while training new employees

Employee, Summer 2020
Redemption Center, Fredonia, NY

Cleaner, June 2018-August 2019
Fredonia Central School, Fredonia, NY

ACTIVITIES **Business Club, September 2021**

SUNY Fredonia Ultimate Frisbee, Fall 2019-Spring 2020 season

SKILLS Microsoft Office Suite: Excel, Access, Word, PowerPoint;
Communication, Team Player, Analytical, Attention to Detail, Time Management

ZACH NICKERSON

4 Center St
Union Springs, NY, 13160
nick0243@fredonia.edu
(315) 209-8315

EDUCATION

State University of New York at Fredonia
Bachelor of Science in Public Accountancy, expected May 2024
GPA: 3.2
GPA in this course: TBD

ACCOUNTING EXPERIENCE

Mark Nickerson, Tax Preparer, Fredonia, NY, Fall 2021

- Performed various tax practices to ensure accurate and reliable data
- Analyzed data to ensure that federal and state tax returns met expectations with the tax statutes and regulations.

EMPLOYMENT

Nickerson Masonry Inc., Laborer, Union Springs, NY, May-August 2020-Present

- Laid brick and block
- Poured concrete sidewalks and floors

Auburn Doubledays, Bat Boy & Mascot, Auburn, NY, May-September 2017-2018

- Help prepare baseball games for the players
- Clean dugouts, water coolers, etc
- Pick up the players' bats in between at-bats
- Dress in a goofy costume and cheer up the fans

TECHNICAL SKILLS

Microsoft Word, Excel, and Powerpoint

Cameron J. Reed
5602 E. Main Rd.
Brocton, NY 14716
716-725-7635
reed1782@fredonia.edu

OBJECTIVE Procuring a public accounting internship to gain experience and become a more well-rounded accountant

EDUCATION **State University of New York at Fredonia**
Bachelor of Science, Public Accountancy, May 2024
Overall GPA 3.28
Dean's List three semesters

RELATED COURSES Financial Accounting
Managerial Accounting
Taxation 1
Intermediate Accounting 1
Accounting Info Systems 1

EMPLOYMENT **State University of New York at Fredonia**
Grounds and Landscaping
June 2021- August 2021

- Organized and took care of equipment
- Maintained grounds on campus

Dixie Land Tree Farm
General Laborer
May 2016

- Maintained tree fields
- Planted and restocked Christmas trees for sale
- Responsible for inspection of quality of new growth

VOLUNTEER Springbrook Bible Chapel, West Seneca New York
Participated in Operation Christmas Child
Packed boxes of food for the elderly nursing home residents
Helped move those in need to new living spaces
Provided general labor for the elderly

RELATED SKILLS Proficient in Microsoft Excel, Access, and Word
Basic knowledge in accounting principles and business operation
Experience in Intuit ProConnect Tax Online, Thomson Reuters Checkpoint, and QuickBooks Online
Good interpersonal skills
Ability to follow work instructions
Proficient organizational and time management skills
Knowledge in Minitab

Vanessa Ryhal

Objective: To have an internship in the field of Public Accountant to obtain hands on experience to help connect classroom education to real life experience to prepare for the future career.

Education:

- SUNY Fredonia, August 2020 – Expected May 2024
Pursue Bachelor Degree in Public Accountancy
Dean's List: Spring 2021, Fall 2021
- Corning Community College, September 2016-June 2020
ACE Classes
- Addison Central School, September 2016-June 2020
Ranked 3rd out of 88 with an average of 95.67
Advanced Regents Diploma

Employment:

- Student Worker • Faculty Student Association
March 2021 – Current
-Work at a college dining hall
-Learned to make and serve pasta, pizza, taco, salad and sandwich
-Had both opening and closing shifts at various stations
- Crew Member • Dunkin Donuts
May 2021 – August 2021
-Handled cash, card, and gift cards transactions for consumers purchases
-Had personal register where profits were counted
-Helped resolve customers complaints in a satisfactory way
- Youth Aide • Friends of the Addison Youth Center
September 2018 - June 2019
-Worked at the Valley Advantage Program for kids K-8
-Created obstacle courses and games
-Helped with the kids with homework of various subjects

Volunteer:

- Sportboosters
September 2019 – October 2019
-Managed at food concession stand during soccer games
- AYC Little
September 2019 – March 2020
-Went 2-3 times a week
-Roleplayed games with K-3 kids
-Assisted with activities such as coloring and storytelling
- Valley Advantage
September 2016 – June 2019
-Volunteered over 250 hours at afterschool program for kids K-8
-Played board and card games with kids
-Created games for them to play
-Helped with their homework
- Cameron Volunteer Firehall
May 2016 – June 2018
-Helped as a kitchen assistant and cashier for special events

Personal Info

Address:

6234 County Route 119
Cameron NY 14819

C211A Disney Hall Central Ave
Fredonia NY 14063

Cell Phone:

570-463-1427

Email:

vanessaryhal@gmail.com

Skills:

Languages

Fluent: English/German

Basic: Sign Language, Spanish

Excellent Problem Solving Skills

Creative

Adaptable

Good with Math

Microsoft:

PowerPoint

Excel

Word

Access

Photoshop

Adobe Illustrator

Accomplishments:

Everyday Hero from First
Heritage 2018

5 student from each school in the
region who demonstrates
community involvement,
engagement and overall kindness

Triple "C" Award 2019

Award from NY State to those
who show Courage, Character
and Commitment

Captain of High School Cross
Country Team 2019

Visited:

Germany

McKenna Steklasa

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Silver Creek, NY 14136
Stek4420@fredonia.edu
716-679-8390

OBJECTIVE

To obtain a professional internship or full-time job utilizing my knowledge of public accountancy and finance.

EDUCATION

State University of New York at Fredonia

Bachelor of Science, Public Accountancy and Finance, expected graduation May 2024

GPA: 3.81 Dean's List: Spring 2020, Fall 2020, Spring 2021

SUNY Fredonia's President Award for Excellence recipient

EMPLOYMENT

Manager / Server / Bartender | 3 Taps Chautauqua Institution, Chautauqua, NY | 2021- Current

- Build a personable and professional staff team while getting them accustomed to a fast-paced environment
- Monitor daily sales to make decisions based on what products customers may enjoy
- Improve customer experience by providing exceptional service while managing the bar and address customers' needs
- Accurately calculate checks and make change while paying close attention to make sure customers receive the correct amount of change
- Maintain stock levels by ensuring stock orders are placed and placed accurately
- Calculate end of the night sales, input the sales data into Excel, ensure that the amount of money in the drawer aligns with the sales

COMPUTER SKILLS

Microsoft Office (Word, Excel, Access, PowerPoint)

Minitab

QuickBooks Online

Intuit ProConnect Tax Online

Thomson Reuters Checkpoint

ACTIVITIES

Alpha Lambda Delta | Member

SUNY Fredonia Club Soccer | Member

RELATED COURSEWORK:

Intermediate Accounting 1

Taxation 1

Accounting Information Systems 1

Managerial Finance

Business Law II

Financial Accounting

The Look Book

Resumes of Accounting and Finance Candidates

Class of May 2024

(in alphabetical order)

Bachelor of Science in Accounting

Rosa Rodriguez Vargas

FREDONIA

STATE UNIVERSITY OF NEW YORK

School of Business

Accounting and Finance Programs

Fall 2021 Edition

Rosa Maria Rodriguez Vargas

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OBJECTIVE

To obtain an internship position in the spring semester of 2022 to expand my knowledge in my field of study.

EDUCATION

State University of New York at Fredonia

Bachelor of Science in Accounting, expected May 2024

Bachelor of Science in Business Administration - Management, expected May 2024

Minor in Spanish

RELATED COURSES

Intermediate Micro/Macro/Stat Economics

Information System Structure/Project Management

Financial/Managerial Accounting

SKILLS

Languages: Spanish, English

Technical: Microsoft Excel, Access, PowerPoint, and Word

Soft: Customer service, time management, positive attitude, leadership, teamwork, file/records maintenance, quick learner, Mathematics

EMPLOYMENT

Night Desk Assistant, SUNY Fredonia August 2018 - Present

- Sign student residents and guests in and out of the building
- Assist residents with safety issues and mediate conflicts
- Communicate with supervisor and residents to ensure policy compliance and protocols are followed
-

LEADERSHIP ACTIVITIES & COMMUNITY SERVICE

Latinos Unidos: E-board Language Chair and Activities Committee

Equestrian Club: Fundraising

Leadership Street Team

Volunteer for Buffalo News Kids Day: April 24, 2019

- Sold newspapers for fundraising

The Look Book

Resumes of Accounting and Finance Candidates

Class of December 2024

(in alphabetical order)

Bachelor of Science in Public Accountancy

Nicholas Nosbisch

FREDONIA

STATE UNIVERSITY OF NEW YORK

School of Business

Accounting and Finance Programs

Fall 2021 Edition

Nicholas Nosbisch

10428 Main Street, North Collins, NY 14111

(C) 716-481-8402 (E) nickbook8@yahoo.com

Education

Expected 12/2024 **State University of New York at Fredonia** – Fredonia, NY
Bachelor of Science in Public Accountancy

- Overall GPA: 3.66

Accomplishments

- Dean’s List Fall 2020 Spring 2021
- Awarded Fredonia Commuter Scholar Award
- Junior and Senior National Honor Society
- Spanish Honor Society
- Nominated for WNY Scholar Athlete (Football)

Experience

12/2020 - Current **Shurfine Food Mart** – Eden, NY

Cashier

- Provide quality customer service during the checkout process
- Responsible for maintaining accurate control over cash as well as reconciling cash at the end of a shift
- Clean and disinfect the store in accordance with COVID protocols

09/2020 - 12/2020 **Eden Valley Brewing – Tim Hortons** – Eden, NY

Team Member

- Provided quality customer service and handled cash/card transactions while working drive-thru
- Quickly and accurately fulfilled customer food and drink orders
- Cleaned and disinfected the store in accordance with COVID protocols

Relevant Coursework

- Principles of Financial Accounting and Managerial Accounting
- Intermediate Accounting 1
- Accounting Info Systems 1
- Information System Structures
- Intro to Microcomputer Software

Computer Skills

- Microsoft Office- Excel, Access, Word, PowerPoint
- QuickBooks Online

The Look Book

Resumes of Accounting and Finance Candidates

Class of May 2025

(in alphabetical order)

Bachelor of Science in Public Accountancy

Kylie Beck

FREDONIA

STATE UNIVERSITY OF NEW YORK

School of Business

Accounting and Finance Programs

Fall 2021 Edition

Kylie Beck

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OBJECTIVE

Seeking an internship opportunity to gain more experience and knowledge in the field of public accounting.

EDUCATION

State University of New York at Fredonia
Bachelor of Science in Public Accountancy, expected May 2025

RELATED COURSEWORK

- Financial Accounting
- Managerial Accounting
- Microeconomics
- Statistics
- Microcomputer Software
- Intermediate Accounting I
- Accounting Information Systems I

JOB EXPERIENCE

Eden Shur Fine – Eden, NY

Customer Service Desk, July 2021 – Present

- Promoted from cashier to customer service desk effective July 1, 2021
- Answer phone calls and quickly address customer questions and concerns
- Count, distribute money, and reconcile cashier drawers
- Assist customers with Western Union money transfers, New York Lotto, and gas sales
- Maintain the correct amount of cash in multiple drawers at front end
- Count and bundle money in all office drawers nightly

Cashier, July 2020 – July 2021

- Provided prompt, efficient, and friendly transactions for each customer
- Accurately counted drawer at the beginning and end of shift
- Stocked merchandise and assisted with inventory

Save-A-Lot – Hamburg, NY

Cashier, February 2019 – July 2020

- Contributed to increased profitability of the store
- Managed correct amount of cash in drawer from beginning to end of shift
- Communicated products and services to customers

COMPUTER SKILLS

- Proficient in Microsoft Office (Word, Excel, PowerPoint, Access)
- QuickBooks Online