**ELIZABETH COUGHLAN**

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**EDUCATION**

**University of Southern California,** Los Angeles, CA

**Leventhal School of Accounting**

*Bachelor of Science, Accounting,* Expected May 2020

*Minor in Applied Analytics*

**Honors:** Presidential Scholarship, Trojan Honors Society

**WORK EXPERIENCE**

**Babysitter,** Lake Forest, IL September 2015-June 2016

* Babysat elementary to middle school aged children afterschool twice a week
* Helped with homework, served dinner among other responsibilities

**LEADERSHIP AND INVOLVEMENT ACTIVITIES**

**Beta Alpha Psi, Accounting Fraternity**  January 2017–Present

*Active Member*

* Attend general meetings and professional events, interacting with many professionals
* Perform community services in the surrounding area with other members

**Building Government** September 2016–June 2017

*Finance Board Member*

* Oversaw the budget request forms and approved request from residential assistants
* Decided how to distribute the funds ($2000) and keep track of the budget

**VOLUNTEER ACTIVITIES**

**Alpha Phi Omega, Service Fraternity** August 2016–Present

*VP of Service, Co-VP of Membership, Pledge Class President*

* Completed over 250 hours of service during the last three semesters
* Served in various leadership roles requiring constant communication with over ten service organizations
* Plan a variety of service and leadership events, including leadership dinners
* Maintain a spreadsheet for requirements with conditional formatting and various formulas for the chapter

**Summer Service Trips** Summers 2013, 2014, 2015

* Taught English to Thai kids and designed classroom lessons and implemented them
* Tutored high school aged students at night and practiced conversational skills
* Distributed shoes to orphans in Guatemala and interacted with the children

**SKILLS/INTERESTS**

**Applications**: Microsoft Office, Proficient in C++, Visio and HTML

**Interests:** Travel, Skiing, Snowboarding, Exploring LA, Horse-Riding, Puzzles