



Jessica Watson

GRADUATE IN ACCOUNTANCY AND FINANCE

✉ info@resumekraft.com

📞 202-555-0120

📍 Indianapolis, Indiana, US

🌐 [linkedin.com/resumekraft](https://www.linkedin.com/resumekraft)

A recent accounting and finance graduate currently working towards completing the remaining ACCA exams and hence become a chartered accountant. In pursuit of a career in accountancy and future aspirations include business management. Looking for a role within an organisation that supports professional and personal development.

SKILLS

Analytical

Presentation

Statistics

Problem Solving

Communication

Organisational

EXPERIENCE

Dec 2019 - Present

General Assistant

Tesco

- Assisted customers complete purchases by moving heavy items, collecting payments and bagging purchases.
- Collaborated with sales team members to stay current on inventory levels, complete accurate orders and resolve item issues.
- Stocked merchandise, clearly labelling items, arranging according to size or colour, and preparing attractive displays.
- Monitored deliveries by checking merchandise against invoice paperwork and notifying supervisor of discrepancies.
- Delivered an exceptional level of service to each customer by listening to concerns and answering questions.

Jul 2018 - Oct 2018

Warehouse Operative

Boohoo

- Unloaded cargo, maintaining clean, safe, and organised warehouse.
- Observed operations to verify quality and conformity of packaged products, stepping in to resolve issues promptly and avoid costly production errors.
- Sorted, graded and inspected products and actively monitored production line.
- Contributed to team success by completing jobs quickly and accurately.
- Effectively communicated with all levels of staff and management, despite barriers such as language.

EDUCATION

Sep 2016 - Jul 2019

BA (Honours) Accounting and Finance

San Jose State University

Courses covered and ACCA title exceptions:

Audit and assurance, Financial Management, Financial reporting, Performance Management, Taxation, Accountant in business, Management Accounting, Financial Accounting, Corporate and Business Law.

Sep 2013 - Jun 2016

A/AS-Levels

Northeastern University

A Level: History, Economics