

ANDREA BOYD

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I am currently enrolled in a full-stack web development bootcamp through Vanderbilt University

EXPERIENCE

JANUARY 23, 2019 – PRESENT

SCHOOL BOOKEEPER, WILSON COUNTY SCHOOLS

I process accounts receivable and accounts payable for Lakeview Elementary, as well as maintaining all of the school's financial records.

MAY 2012 – JUNE 2018

FINANCE ASSISTANT, NASHVILLE SHORES LAKESIDE RESORT

During the waterpark season, I hired for and managed the cash control department, which was responsible for accounting for an average of 50 cash tills a day. In the off-season, I served in a finance support role. I processed and tracked for the accounts receivable of a 300+ slip marina, processed the weekly account payables from collecting the initial vendor W9 to cutting checks to maintaining vendor files, as well as completing various research projects for the director of finance in the Microsoft Dynamics GP software.

FEBRUARY 2006 – APRIL 2010

DEPOSIT OPERATIONS SPECIALIST, PINNACLE FINANCIAL PARTNERS

I served in a host of functions daily, the primary of which was new depository account review. These accounts ranged from DDA accounts to IRA compliance. I reviewed an average of 20 accounts a day.

EDUCATION

MAY 2014

ASSOCIATE OF SCIENCE, VOLUNTEER STATE COMMUNITY COLLEGE

I graduated cum laude with a 3.6 GPA. I was active in the Phi Theta Kappa honors fraternity and served as a supplemental instructor for the history department. My concentration was in accounting.