

Robert Smith

Financial Audit Intern

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SUMMARY

Prior accounting experience, both public and private, and worked in a customer service position for entire college career. Hard working individual looking to gain additional experience and skills in the accounting field by starting at an entry level full-time accounting job.

SKILLS

SAS.

WORK EXPERIENCE

Financial Audit Intern

ABC Corporation - December 2014 - January 2015

- Provided audit service for a large investment group.
- Participated in the completion of client annual reports.
- Performed analytical reviews on client accounting and operating procedures.
- Independently drafted 3 working papers (informational reports as supporting documents for formal reports and financial statements).
- Analyzed data and information, conducted tests and sampling process in Access Database and Excel.
- Reviewed clients operating procedures, monitored internal control process, collected evidence and directly communicated with client to support risk controls.
- Prepared reports to ensure the faithful representation of clients financial statements.

Audit Intern

ABC Corporation - 2012 - 2014

- Investigated and resolved discrepancies in monthly bank accounts while under tight deadlines.
- Collaborated extensively with auditors during preliminary and year-end audit processes.
- Aligned all financial activity with the regulations of the GAAP.
- Analyzed costs and revenues to project future trends Performed debit, credit and total accounts on computer spreadsheets/databases, using specialized accounting software.
- Performed field audits on wide variety of clientele using Prosystems FX.
- Created Accounting Flow Charts through excel to record the process for next years audit.
- This is Dummy Description data, Replace with job description relevant to your current role.

EDUCATION

Master of Science in Accounting - August 2013(University of Delaware, Alfred Lerner College of Business and Economics)