

Farjana Siddiquee

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EDUCATION	UNIVERSITY AT BUFFALO, THE STATE UNIVERSITY OF NEW YORK Master of Science, Accounting , May 2025
	UNIVERSITY AT BUFFALO, THE STATE UNIVERSITY OF NEW YORK Bachelor of Science, Accounting , May 2024 Honors: Dean's List (GPA: 3.66/4.0) & School of Management Honors Student
EXPERIENCE	UB Information Technology , Buffalo, NY Technician , September 2021-Present <ul style="list-style-type: none">Interact with staff, students, and alum to problem solve and fix device-related problems.Provide knowledge and guidance to students and staff with technological issues relating to software and performed device intakes.Train and Interview new employees in customer service protocols and software.
	Deloitte , Buffalo, NY Audit & Assurance Intern , June 2024-August 2024 <ul style="list-style-type: none">Completed comprehensive training programs designed to enhance technical skills and knowledge in auditing practices.Effectively navigated the hybrid work environment, balancing remote work responsibilities with on-site client interactions, demonstrating flexibility and adaptability.Updated and maintained critical audit documentation and paperwork with accuracy, ensuring compliance with audit standards.
	The Bonadio Group , Buffalo, NY Small Business Advisory Intern , January 2024-April 2024 <ul style="list-style-type: none">Communicated with clients and staff to gather necessary information and address inquiries regarding tax and audit matters.Supported audit engagements through testing and analysis of financial records.Assisted in preparing accurate individual and corporate tax returns/extensions.
	SZYMKOWIAK & ASSOCIATES CPAS, PC , Buffalo, NY Tax Intern , February 2023-April 2023 <ul style="list-style-type: none">Assisted in preparing and filing tax returns by gathering and organizing documentation, data entry, and checking for accuracy and completeness.Partnered with a team of interns to complete returns and learn tax protocols.Communicated with partners and managers to assure accuracy of returns and gather client information.
	Jahan Dream House Buffalo INC , Buffalo, NY Real Estate Manager , July 2021-Present <ul style="list-style-type: none">Audit and monitor the accuracy of rental receipts through Excel.Maintain rental properties by enforcing leases, advertising properties, and managing tenants' needs.Research area average rental rates in an effort to establish maximum profit.
TECHNICAL SKILLS AND CLUBS	Proficient in MS Office (Word, Excel, PowerPoint) Fluent in English and Bengali Member of UB Accounting Association