

# Sheeva Faghih

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## EDUCATION

### The University of Texas at Dallas

*M.S., Professional Program in Accounting*

May 2020

*B.S., Accounting*

May 2019

Texas CPA Eligible Upon Graduation

**GPA 3.70**

Dean's List Fall 2017, Dean's List Spring 2017

## EXPERIENCE

### Brainopolis

May 2017 – December 2017

*Instructor*

- Supervise students and ensure that they are completing their tasks to the best of their ability
- Organize lessons and manage the activities for the day
- Marketed for Brainopolis at public events and recruited roughly 20 new students

### Volunteer Income Tax Assistance

January 2017 – April 2017

*Volunteer Tax Return Preparer*

- Trained over a two-day period and passed the Advanced exam to become an IRS-certified volunteer
- Helped 45 low income families claim over \$40,000 in tax refunds
- Provided a systematic and thorough guide through the qualifying individual's 1040 form

### Bed Bath & Beyond

June 2016 – August 2016

*Cashier*

- Managed the register and accounted for all the money at the end of each shift
- Communicated with and educated customers on products in store
- Provided immediate customer service for any customers who needed assistance

## LEADERSHIP EXPERIENCE

### Tri Sci Professions at UT Dallas

April 2017 – September 2018

*Director of Finance*

- Oversee the bank account and keep a record of all the club's finances
- Handle all the refunds and transactions with the Student Organization Center

### Undergraduate Accounting Club

May 2017 – May 2018

*Historian*

- Supervise the SOC meetings to keep track of the SOC formalities
- Coordinate the documentation for all the events and submits the photos to the PR officer

## ORGANIZATIONS

### Accounting Leadership Association, UT Dallas

January 2017 – May 2018

## ADDITIONAL INFORMATION

*Technical:* Microsoft Excel, Microsoft Word, Microsoft PowerPoint, SAP ERP

*Languages:* Conversational Spanish and Conversational Farsi

*Eligibility:* Eligible to work in the U.S. with no restrictions