

ALLISON HAGUE

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allisonhague.com

SKILLS

- Knowledge of financial and investment statements gained as a Staff Accountant for Segal LLP
 - Ability to calculate time value of money, portfolio valuation adjusting for risk, stock/bond pricing, and financial modeling
 - Proficient in Microsoft Word, Excel, and PowerPoint
 - Basic computer programming in the Python language
 - Effective problem solving skills while collaborating with a team to produce a business model for a potential startup company
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WORK EXPERIENCE

- 2013 - present** **Instructional Assistant, *Wilfrid Laurier University – Mathematics Department, Waterloo, Ontario***
- Guide students during their lab assignments communicating in terms they understand
 - Provide timely and constructive feedback in marking students' weekly labs
 - Monitor students for academic misconduct
- 2013 - 2014** **Staff Accountant, *Segal LLP, Toronto, Ontario***
- Interpreted financial statements using analytic skills during Audit, Review, and Notice to Readers engagements
 - Audited several mutual funds; including analyzing the midyear buyout and transference of the Funds to new investment managers
 - Prepared corporate, trust, and personal tax returns by applying knowledge of Canadian taxes
 - Communicated directly with clients during audits and personal tax returns
 - Used investment statements to create a detailed investment summary for high net worth clients
- 2011 - 2013** **Deli Worker, *Vincenzo's Italian Grocery Store, Waterloo, Ontario***
- Provided excellent customer service in a fast-paced team environment
 - Supervise and trained new co-workers on products and processes
 - Pursued cross-training opportunities to gain skills and ability to work in different store departments
- 2008 - 2011** **Bookkeeper, *Navigation Consulting, Waterloo, Ontario***
- Provided bookkeep services for a small consulting business using Simply Accounting and Microsoft Excel
 - Prepared company's yearend financial statements and reconciled bank statements and VISA bills
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EDUCATION

- 2011 - Present** **Double Degree Bachelor of Business Administration and Bachelor of Financial Mathematics Program (Co-op Option) *Wilfrid Laurier University, Waterloo, Ontario***
- Entrance scholarship for average between 90-95%
- 2007 - 2011** **Ontario Secondary School Diploma, *Waterloo Collegiate Institute, Waterloo, Ontario***
- Award of Honour for achievements in academics, and significant involvement in activities and athletics throughout high school
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ACTIVITIES

- Wilfrid Laurier University**
- 2012 - 2013** • Vice President of Human Resources, Business and Financial Mathematics Association
- 2012** • DECA Laurier; Competed in the Junior Accounting category at provincial level
- Waterloo Collegiate Institute**
- 2011** • Piano; Completed Grade 8 of Royal Conservatory of Music
- 1st place in Waterloo Region Home Builders' Association Design Competition
- 2008 - 2011** • Cross Country Skiing; participant in CWOSSA, Triathlon participant, Synchronized Swimmer
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