

Eliot Lehman

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EDUCATION

Yeshiva University, Sy Syms School of Business, New York, NY

Bachelor of Science expected May 2015 • Eligibility for CPA licensure expected May 2016

Major: Accounting

GPA: 3.43

Study Abroad: Ramat Beit-Shemesh, Israel, 2011 – 2012

EXPERIENCE

Mayim Water, New York, NY

Intern, March 2014 – Present

- Construct new databases, import Excel documents into Microsoft Access, format past, present, and future corporate billing, reconcile corporate revenue versus expenditures, create tax manuals
- Engage with coworkers and supervisors on various business tasks
- Conduct research on prospective clients for business development in new areas of growth

SOY Seforim Sale, New York, NY

Section Manager, January 2013 – Present

- Set up, organize, and manage a section in the sale for the largest Jewish book sale in North America with over 15,000 attendees and \$1,000,000 in sales
- Answer questions and direct customers

Camp HASC, Parksville, NY

Counselor, June 2013 – August 2013

- Assisted 15-20 year old campers with autism and other disabilities in participating in camp activities and therapy sessions
- Provided personal care to lower functioning campers including aid with eating and other daily living needs

Camp Moshava Indian Orchard, Honesdale, PA

Counselor, June 2012 – August 2012

- Planned, organized, and managed activities for campers ages 9-10
- Supervised a bunk of 18 campers in an overnight facility with two other counselors
- Collaborated with counselors and staff to develop original programs including theme nights, trips, and overnights

ACTIVITIES

Sy Syms Peer Tutoring Program

Tutor, January 2014 – Present

- Assist peers in understanding difficult concepts, completing assignments, and in studying for exams

Yachad

Advisor, December 2013 – Present

- Serve as an advisor for members in Yachad during weekends at different communities
- Work one-on-one with individuals that have developmental disabilities to help include them in activities and social events with other participants and advisors

SKILLS

MS Word, PowerPoint, Excel, Access

LANGUAGES

Hebrew (Intermediate)