FRESHER ACCOUNTANT

Contact Information

• Name: Mark Nguyen

• **Email**: mark.nguyen.accounting@gmail.com

• **Phone**: (312) 456-7890

• Location: Chicago, IL 60601

Profile

A dedicated and detail-oriented fresher accountant with a strong foundation in financial analysis, reporting, and bookkeeping. Eager to apply academic knowledge and enhance my skills in a dynamic accounting environment. Committed to maintaining accuracy and compliance while assisting in financial management and audits.

Experiences

Accounting Intern

- Company: Precision Accounting Services
- **Duration**: May 2024 August 2024
- Description:
 - o Assisted in preparing financial statements and balance sheets under supervision.
 - o Performed reconciliations and maintained accurate financial records.
 - Supported senior accountants in auditing processes and ensured compliance with tax regulations.

Finance Assistant Intern

- Company: Global Solutions Finance
- **Duration**: January 2024 April 2024
- Description:
 - Helped with data entry and preparation of financial reports.
 - o Assisted in budgeting and forecasting for client projects.

Education

Bachelor of Science in Accounting

• **Institution**: University of Illinois at Urbana-Champaign, IL

• **Duration**: September 2017 – May 2021

Additional Training

• Certified Public Accountant (CPA) Exam Preparation

- Institution: Accounting Institute, Chicago, IL
- **Duration**: June 2022 Present

Skills

- Strong knowledge of financial accounting principles (GAAP).
- Proficient in accounting software (QuickBooks, Microsoft Excel).
- Basic understanding of tax laws and compliance regulations.
- Ability to analyze financial data and prepare reports.
- Excellent attention to detail and organizational skills.