

# Connor W. Durham

## HOME ADDRESS

2110 N Ola Avenue  
Tampa, FL, 33602

## Phone Number/Email

407-712-4971  
cdurham@ufl.edu

## EDUCATION

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### Master's of Accounting/Bachelor's of Accounting

May 2018

- University of Florida 3/2 Master's Program
- GPA: 3.5

## EXPERIENCE

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### Operations Analyst

July 2018-Present

*Citibank, Tampa, FL*

- Responsible for domestic travel analysis and data transmission for California and New York
- Responsible for correcting errors in travel using PwC's TravelWatch tool
- Managed employee support mailbox for business travel and PwC myTrips inquiries

### Cross Border Tax Intern

June 2017-August 2017

*Citibank, Tampa, FL*

- One of 38 interns accepted out of 2,000 total applicants
- Co-responsible for implementation of Citi California state traveler tax compliance program
- Analyzed global travel data for Citi to determine possible tax exposure distribution
- Worked with Cross Border Tax team to manage employees with tax questions for New York business travel
- Received positive feedback from managers at both mid-summer and end-of-summer performance reviews

### Legal Assistant,

*Scruggs and Carmichael, P.A., Gainesville, FL,*

May 2016 - August 2016

- Assisted in legal document preparation for deposition and general court filings
- Processed all incoming and outgoing mail

### Accounting Intern

*Orlando Utilities Commission, Orlando, FL*

May - August 2015

- Was one of three Accounting interns in charge of the entire Business Expense department for the 1,100 employee Utility
- Processed 100+ Business Expense forms per day for compliance with company policy
- Coordinated with other interns and employees to streamline the Business Expense review process at OUC

### Web Development and Marketing Intern

*Purple, Rock, Scissors., Orlando, FL*

May 2015 - August 2015

- Worked within production teams to meet website development goals such as HTML formatting and copy editing
- Helped with SEO and user experience on several large client websites including Disney, 4Rivers, and Nike

### Sales Associate,

*Office Depot, Winter Park, FL*

May 2014 - August 2014

- Processed thousands of dollars in sales and helped regularly reach store goals in excess of \$30,000 per day
- Greeted and serviced over 250 customers per day, which led to over 15 five star surveys online

## SKILLS AND ACHIEVEMENTS

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- Proficient in Microsoft Office Suite
  - Familiar with PivotTables, VLOOKUPS, and data sorting within Excel
- Familiar with basic Income Tax forms such as 1040s
- CPA exam candidate familiar with financial statements and GAAP accounting