Anthony Gong

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EDUCATION
City University New York Queens College, New York, NY
Anticipated May 2020 Bachelors in Computer Science
- **Cumulative GPA:** 3.65
- **Coursework:** OOP in Java, OOP in C++, Discrete Math, Discrete Structures
- **Honors**: Dean's List

WORK EXPERIENCE
Hunter College Accounting Department | New York, NY
Assistant Financial Analyst   October 2017 - January 2019
- Analyzed and audited consolidated emergency loan and dormitory accounts for Tuition and Fees
- Organized and facilitated conflict resolution strategies for staff and management
- Ran and analyzed worksheets for all accounts relating to Tuition & Fee on CunyFirst database
- Trained work study students and new hires with use of accounting systems

Administrative Assistant   April 2017 - October 2017
- Prepared journal entries for department receipts and performed bank reconciliations
- Maintained and updated enrollment applications for current and new student payments
- Worked extensively with data entry

VITA | New York, NY
Tax Preparer   January 2017 - April 2017
- Received certification from IRS and participated in VITA program training
- Documented and filed tax applications of 150+ for qualifying clients on TaxWise Software

PROJECTS
Eight-Queens
- Program solves 8-queen puzzle where a queen can be placed vertically, horizontally and diagonally on a 8 x 8 chessboard without the interference of another queen utilizing backtrack

Online Profile Template
- A website designed using HTML/CSS and Bootstrap

LANGUAGES AND TECHNOLOGY
- Java, C++, HTML5/CSS, Bootstrap, Atom, Netbeans, Eclipse, SSH
- Financial Edge, Microsoft Office(Excel, Access, Word, Powerpoint)
- Mandarin Chinese