



# NHI (JANNI) HOANG

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## EDUCATION

### California State University, Fullerton

Bachelor of Arts, Business Administration

Concentration: Accounting and Information Systems

Graduation/CPA & CISA Eligibility: **December 2020**

Cumulative GPA 3.65

Accounting GPA 3.60 | Information Systems GPA 4.0

## WORK EXPERIENCE

### BDO USA LLP, Costa Mesa, CA

Core Tax Intern (40 hours weekly)

**July 2020 – September 2020**

- Assisted Seniors and Managers with 20+ corporate returns using Dataflow and GoSystem for automation and accuracy
- Leveraged financial data and made suggestions for improvements to minimize tax liability by 8% using Excel Macros
- Conducted compliance research on state and foreign regulations to forecast quarterly tax payments for 10+ businesses

### CBIZ & MHM, LLC, Irvine, CA

Tax Intern (30 hours weekly)

**February 2020 – April 2020**

- Utilized tax reduction strategies to support business and reduce liability on 50+ federal and state tax returns
- Filed approximately 90 tax extensions and assisted in preparation of quarterly tax reporting requirements
- Identified, researched, and assessed various technical tax issues, and assisted in review of tax preparations

### The Bucket Crab & Crawfish Restaurant, Norwalk, CA

Assistant Manager (24 hours weekly)

**July 2017 – January 2020**

- Exceeded 25% in sales targets by identifying internal risks and designing promotions and training programs
- Supervised employee performance and managed daily cash flow of over \$4,000 on Excel
- Managed day-to-day operations and logistics: inventory ordering, scheduling, and biweekly payroll

## LEADERSHIP EXPERIENCE

### Beta Alpha Psi, California State of University, Fullerton

Treasurer

**January 2020 – Present**

- Lead a team of Treasurer Chairs and Controller to effectively manage the cash flow of over \$65,000
- Evaluate and manipulate financial data and reports to establish budgets and strategic plans for organizational operations
- Develop and implement Treasury policies and procedures to ensure compliance and accuracy

### Vietnamese Student Catholic Association, Orange County, CA

Event Coordinator

**July 2018 – October 2019**

- Analyzed data trends of 200+ members by using Excel and Google Form to delegate volunteer roles effectively
- Collaborated with 100 team members to hold Scholarship Summer Concerts, making an annual profit of over \$50,000
- Managed administrative logistics and executed 10+ projects to engage team interactions and develop leadership skills

## HONORS AND AWARDS

- Dr. Wen Chow Outstanding Data Analytics Undergraduate Award
- Dean's Honor List Award
- Accounting Outstanding Student Award

**Spring 2020**

**Spring 2020 & Fall 2019**

**Spring 2018**

## SKILLS AND INTERESTS

- **Technical skills:** Proficient in SAP ERP, MS Excel, VBA, C#, Dataflow, Tableau, SQL, GoSystem, MS Outlook, Access
- **Languages:** Bilingual in Vietnamese
- **Interests:** Egg coffee, TEDx Talks, Pomodoro Technique, cats with dog personalities