

# Jay Sun

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## Education

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**SDSU, Lamden School of Accountancy** – San Diego, CA AUG. 2017 – DEC. 2018

- *Master of Science, Accountancy*
- *Specialization: Accounting Information Systems*

**University of California, San Diego** – La Jolla, CA JUL. 2014 – MAR. 2017

- *Bachelor of Science, Management Science* GPA: 3.7
- *Minor: Accounting*

## Experience

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**California State Controller's Office** – Monterey Park, CA FEB. 2019 – PRESENT  
*Staff Services Management Auditor*

- Acted as auditor in charge on audit engagements, entrance & exit conferences
- Audit companies (medium size to Fortune 500) as to Unclaimed Property Compliance
- Utilize TeamMate for audit working papers (i.e. preliminary & final findings)
- Assist auditee on unclaimed property reporting & remitting procedures
- Test Accounts Payable, Accounts Receivable, Payroll, Equity & General Ledger accounts

**Intuit, Inc.** – San Diego, CA MAY 2018 – AUG. 2018  
*Tax Analyst Intern*

- Designed test cases for TurboTax & ProSeries (Quality Assurance)
- Documented electronic tax filing requirements
- Collaborated with staff on Jira tasks & tax filing extension projects (Agile SDLC)
- Gained knowledge on the software tools that are involved in the SDLC
- Solved bugs & added enhancements in TurboTax (Java)

## Projects

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**University of California, Berkeley** – Coding Boot Camp JUL. 2021 – JAN. 2022

- HTML, CSS, JavaScript, jQuery, React.js, Bootstrap & Bulma, UI/UX Design
- Node.js, Express.js, MySQL, MySQL2, MongoDB
- RESTful API, Handlebars.js
- Portfolio: <https://jsun994.github.io/portfolio/>

## Skills

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- Fluent English & Mandarin
  - Programming experiences in Java, SQL & R
  - Technical experiences in TeamMate, TurboTax, Agile SDLC, SAP ERP & MS Project
  - Relevant courses on Tableau, Project Management & System Programming in C