

Tamara Alvarado

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Education

Oregon State University

Corvallis, OR

Bachelors of Science Accounting

Minor in Information Technology Systems

CPA License Candidate

Technical Skills

Excel, PowerBI & Tableau, SQL Query, IT Roadmapping, ERP & CRM Systems, IT tool deployment, AI Automation, Process Development, CIS Principles, Cost Optimization, Alteryx, Microsoft Access Data Analytic, Power Automate, Strategic Planning

Relevant Experience

Oregon State University - Accounting Analytics Alumni Assistant

June 2025 - Present

- Supported delivery of technology roadmaps, IT modernization plans, and platform strategies while driving key business goals
- Executed analysis on material cost structures, supply chain contracts, & profitability metrics using Python, Alteryx, & Tableau

Oregon State University - Federal & State Income Tax Assistant

January 2025 - March 2025

- Managed 200+ tax returns across diverse income brackets involving dividends & distributions, mortgage interest & retirement
- Partnered with senior preparers to review financial records, address reporting errors, & maintain accuracy across tax records
- Earned advanced tax certification, demonstrating expertise in applying state & federal tax codes in full compliance with the IRS

General Motors - Global Purchasing & Supply Chain (GPSC) Controllership Intern

May 2024-August 2024

- Maintained IT governance structures, guidelines, and frameworks within the IT Service Management (ITSM) platform
- Ensured consistent communication on project status & presented all tasks in a large forum with GM executives & staff
- Implemented a Python validation tool to gather & clean contractual data from sources within GPSC corporate tax
- Utilized Risk Analysis on material obsolescence to determine profit margins, manufacturing constraints & business impacts
- Executed SAP Journal Entry accruals to ensure organization of existing liabilities such as Warehouse fees & R&D expenses
- Performed deep-dive investigations to reclassify & reupload incorrectly recorded items on GM *bailed* inventory accounts

Allegheny Technologies Inc. - IT Audit & Assurance Intern

June 2023 - May 2024

- Communicated goals, policies, and priorities to the IT & Executive teams to ensure alignment with company objectives
- Responsible for Lean-Process Flow Initiative by working side-by-side with Analyst team to upgrade data collection & pipelines
- Supported internal & external audits in 3 business units & worked with management for improvement of financial reporting
- Supported the Finance & Engineering teams to track R&D, shipping & material expenses to ensure accurate financial reporting
- Strong grasp of fundamental principles such as the Equity Method, Enterprise Resource Planning, & revenue recognition

Oregon State University - Business & Accountancy Fundamentals

May 2021 - June 2023

- Worked closely with industry professionals to understand basics of financial and managerial accounting in the workplace
- Actively participated in extensive training in the areas of Tax Due Diligence, GAAP Compliance, and financial reporting

State of Oregon County Services Department - Client-Services Lead Representative

July 2022 - June 2023

- Endured the intensive work hours while taking on a leadership role by guiding co-workers & coordinating with the staff
- Actively engaged with clients in a polite manner while demonstrating resilience during high-stress & urgent situations

Additional Skills

Multi-tasking ability, Organized & detailed, Budgeting, Fluent in Spanish, Detail-oriented, Fast-paced worker, Strong leadership