

Marlane Stevenson

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EDUCATION

Bachelor of Science, Accounting

Utah Valley University

Anticipated Graduation May 2026

Orem, Utah

- GPA 4.0
- Honors Program participation
- Will subsequently pursue a Masters of Accountancy

SKILLS

- Detail Oriented
- Critical Thinking
- Reliable and Adaptable
- Leadership Experience
- QuickBooks Online Experience
- Excel Certified
- Accounts Receivable Experience
- Accounts Payable Experience

EXPERIENCE

Stewart Mountain Lodging

Staff Accountant

Jan 2025 – Present

Sundance, Utah

- Receive and record 30+ customer payments per week
- Pay and record vendor invoices within 1-2 business days

UCCU Event Center, Utah Valley University

Usher

Oct 2023 – Oct 2024

Orem, Utah

- Scanned 300+ guest tickets per event
- Aided guests by answering questions and addressing concerns

Shaw and Nielsen, PC

Job Shadowing

Apr 2023 – Aug 2023

Bountiful, Utah

- Categorized business transactions in QuickBooks Online
- Observed Carleen Seljaas, Accounting and Payroll Manager

The Church of Jesus Christ of Latter-day Saints

Volunteer Service

Oct 2021 – Mar 2023

Tennessee, USA

- Led groups of 25-30 volunteers and held monthly trainings
- Organized weekly volunteer service work—yardwork, housecleaning, moving, etc.

EnerBank, USA

Lender

May 2021 – Sept 2021

Provo, Utah

- Assisted 4-5 customers per hour in the loan application process
- Adapted loans to fit clients' specific needs

VOLUNTEERING AND LEADERSHIP

Business Sterling Scholar, Bountiful High School

2020

- Recognized for pursuit of excellence, leadership, and hard work

DECA President, Bountiful High School

2019 – 2020

- Led and trained groups of 30 business students