

## Contact

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## Top Skills

PowerPoint

Microsoft Office

Research

## Languages

English (Full Professional)

Cantonese (Native or Bilingual)

Mandarin (Native or Bilingual)

## Certifications

Learning Excel What-If Analysis

Excel: Tracking Data Easily and Efficiently

Breakeven and Cost-Volume-Profit (CVP) Analysis

Excel 2013: Managing Multiple Worksheets and Workbooks

Business Process Improvement

# Christy Guo

Staff Accountant II

Atlanta, Georgia

## Summary

Experienced at General Ledger, Accounts Payable, Accounts Receivable, Financial Statements, and Sales Tax. Highly effective communication and interpersonal skills; noted for being versatile, self-motivated, stable and adapting well to challenging and diverse situations. Currently enroll in GT coding bootcamp, skill: Browser Based Technologies (HTML, CSS, JavaScript, jQuery, Bootstrap)

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## Experience

BCD Travel

Staff Accountant II

April 2019 - Present (1 year 1 month)

Greater Atlanta Area

Greater Atlanta Area

Accountant

April 2014 - August 2018 (4 years 5 months)

Georgia

Indiana Department of Revenue

Tax Analyst

July 2013 - January 2014 (7 months)

Kelley School of Business Indianapolis

Graduate Student

August 2011 - May 2013 (1 year 10 months)

Master of Science in Accounting

Hawthorne Community Center

Tax Preparer

January 2012 - April 2013 (1 year 4 months)

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## Education

Indiana University-Purdue University at Indianapolis

Master's degree, Accounting · (2011 - 2013)

Guangdong University of Foreign Studies South China Business  
College

Bachelor's degree, International Business/Trade/Commerce · (2007 - 2011)

GT Coding Bootcamp

· (2020)