

## Andai Li

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**OBJECTIVE:** To gain experience in accounting by obtains an entry-level position.

**EDUCATION:** TEMPLE UNIVERSITY, Fox School of Business, Philadelphia, PA  
***Bachelor of Business Administration, Graduation: May 2016***

***Major: Accounting*** | Total expected credits: 150

GPA: 2.46

Selected Courses:

Professional Development Strategies

Financial Management

Leadership and Organizational Management

Mosaic: Humanities Seminar 1

Information Systems in Organizations

Asian Behavior & Thought

**AWARDS:**

- First prize, the province level of Mathematics Competition, Spring 2010

**EXPERIENCE:** COMFORT MICE SERVICE, BEIJING, CHINA June 2013 – July 2013

**Project Administrator, China Comfort Travel Group**

- Worked in a group of 12 to assist director with contacting customers and communicating with cooperators about holding meetings.
- Successfully organized a meeting with 180 people by coordinating all details with the manager of the event location and with the caking company.
- Welcomed guests and had them sign in on sign in sheets and escorted to appropriate seats.

**SKILLS/LANGUAGES:**

- Chinese- Mandarin- fluent
- Microsoft Word, Power point and Excel