

Zachary S. Morgan

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EDUCATION: TEMPLE UNIVERSITY, Fox School of Business, Philadelphia, PA
Bachelor of Business Administration, Graduation, with 150 credits: May 2016
Majors: Accounting and Finance, Minor: Management of Information Systems
BUCKS COUNTY COMMUNITY COLLEGE, Newtown, PA
Associates of Business Administration, Graduation: May 2013
Major: Business Administration
GPA: 3.79 | Phi Theta Kappa Honors Society

ACTIVITIES and AWARDS:

Dean's List Academic Award (December 2011, May 2012, December 2012, and May 2013)
Beta Alpha Psi, Ascend, Community Volunteer Corps: Officer (2011- 2012) and Habitat for Humanity (2011-2013).
Bucks County Community College: Student Ambassador

EXPERIENCE: TABOR CHILDREN SERVICES, Doylestown, PA June 2013 - August 2013
Group Leader

- Supervised field trips while challenging individuals to learn and grow.
- Lead group of 12 fifth and sixth graders through daily intellectual challenges and sport activities.
- Balanced teamwork, organization, keeping positive attitude, and meeting governmental regulation on a daily basis.
- Created, organized, and executed indoor activities for over 40 children when outdoor conditions were not accommodating.

TUBIELLO-HARR & ASSOCIATES, Coopersburg, PA August 2012 – June 2013
Accounting Intern

- Lead project of 2013 tax deadline filing extensions including individuals, corporations, and partnerships.
- Prepared financial statements, returns, tax research, and bookkeeping for clients.
- Contacted directly with clients, IRS, state revenue departments, and local collection agencies in person, phone, and email.
- Daily and extensive use of ProSystems Fx Tax software.

CASA TORO MEXICAN GRILL, Coopersburg, PA August 2006 – November 2012
Server, Food Runner, and Busser

- Utilized financial skills, teamwork, and organization to accomplish daily tasks and objectives.
- Managed tables of up to 55 customers in a 110 person dining room.
- Trained eight new staff in server, busser, and dishwasher positions.
- Applied critical thinking and mathematics with manual credit card scanner, in contingency situations.
- Promoted consecutively from busser to food runner, head of bussers, to server to head server.

SKILLS:

- IRS Preparer Tax Identification Number: P0163068
- Microsoft Great Plains Accounting Software
- ProSystem Fx Suite: Tax, Fixed Asset, and Projection Software
- QuickBooks Accountant Pro: 2012, 2013 and Online
- Preparing Individual Tax Returns for New Staff and Para-Professionals (PICPA, January 2013)
- Microsoft Office Suite