

EDUCATION

Temple University – Fox School of Business, Philadelphia, PA

Bachelor of Business Administration

Graduation: May 2023

Majors: Accounting and Management Information Systems | **Minor:** Legal Studies | **GPA:** 3.96 | **Major GPAs:** 4.0

Total expected credits: 150

Honors: University Honors Program, Fox Honors Program

Awards: Beta Alpha Psi – Ernst and Young Scholarship: May 2021; 1st Place, PwC Challenge Case Competition, December 2020; Dean’s List: Fall 2019 – present

ACCOUNTING EXPERIENCE

WITHUMSMITH + BROWN, Philadelphia, PA

June 2021 – August 2021

Non-profit Audit Intern

- Conducted site visits to examine clients’ adherence to an organizational mission statement and established working relationships in a high-stakes environment.
- Set up records for first-year clients in CCH ProSystem fx Engagement, leveraging Knowledge Coach to sign off on numerous procedural documents to ensure appropriate record-keeping as a firm.
- Applied elevated standards of practice on single audit clients to ensure compliance with government regulations.
- Identified lapses in clients’ internal controls through testing material selections of personnel, student enrollment, payroll, and cash disbursement records in charter schools.

MARCUM LLP, Philadelphia, PA

January 2021 – June 2021

Tax and Business Services Intern

- Collaborated with tax departments across three major metro area offices to prepare partnership, corporation, individual, and non-profit tax returns under the supervision of licensed CPAs.
- Maximized credits and deductions for taxpaying entities by researching up-to-date tax code and specializing in local tax regulations to benefit clients with refunds of up to \$430,000.
- Assisted with finalizing 4,000+ deliverables for clients and release tax documents to the IRS during the highest volume months of tax season.
- Utilized clients’ prior year tax returns and additional knowledge of engagement to make estimates of extension payments for single and multi-state returns.

ADDITIONAL EXPERIENCE

TEMPLE UNIVERSITY, Philadelphia, PA

March 2020 – present

Student Clerk, Fox School of Business Dean’s Office

- Transcribed confidential correspondence and filed paperwork necessary to the function of the Fox School’s various academic and student activities.
- Analyzed upwards of 2,000 records of personnel data collected over 10 years, ensuring that accurate records are kept regarding staff requirements, contact information, and past education.
- Facilitated connections to other departments, schools, and resources within the University via phone and fielded job applications to the Fox School of Business to the appropriate hiring body and department chair via email.
- Maintained an actively changing events calendar and related room reservations utilized by Fox’s student body, faculty, and over 30 student organizations.

ACTIVITIES

Vice President, Beta Alpha Psi Alpha Phi Chapter

2020 – present

President, OWLchestra

2019 – present

Member, Business Honors Student Association

2019 – present

SKILLS

Software: Microsoft Office Suite, Access, JavaScript, HTML, CSS, SQL, NoSQL, R, RStudio, Tableau, CCH Axxess, CCH ProSystem fx Engagement, SurePrep, GoFileRoom

Languages: Intermediate in French