

Madeline Anderson

1762 Cleneay Avenue
Cincinnati, Ohio 45212
m.anderson0359@gmail.com

EDUCATION and CERTIFICATIONS

Xavier University

Philosophy, Politics, and the Public Honors Program

BSBA- Xavier University, Expected Bachelors, 2023

Finance Major- Xavier University, Expected Bachelors, 2023

Community Engaged Fellowship- Xavier University, 2019-2023

International Baccalaureate and Honors High School Diploma—Shortridge High School

Bloomberg Certified, 2021

PROFESSIONAL EXPERIENCE

CoHear- Internship

August 2021- January 2022

Help to communicate with community members and gather their input on issues facing the area such as access to housing, health care, and education. I also help do policy and background research on these issues, write reports, and help with press releases.

Covington Affordable Housing- Internship

June 2021- August 2021

Rotate between the different departments including the finance, residence services, housing management, and the leasing and recertification departments. Took on different responsibilities in each department such as looking at investment portfolios, running programs for residents, reviewing tax credit audits, ensuring the projects are in line with HUD guidelines, and analyzing new leases.

Xavier University- Research Fellowship

June 2021- Present

Worked with Dr. Mich Nyawalo to examine how comparative methods can be instrumental to engage with community projects in Cincinnati. Worked to analyze how specific works regarding issues such as immigration, state violence, and LGBTQ rights, function as "lifelines for cultural sustainability" that provide others with conceptual maps.

City Council- Collaboration

June 2021- August 2021

Worked with Council Woman Kearny to draft a new incentive policy to better support developers and incentivize them to produce affordable in more established areas and market rate housing in areas that are struggling. The incentives and the amount of affordable housing units required in the project will be based off of six distress criteria.

Ernst & Young – Intern, Chapter President

June 2019 - Present

Sent out communication regarding events, help dictate what students get scholarships, plan webinars for students about how to manage their finances and search for jobs, and coordinate with the corporate office.

The STEM Connection – Intern, Internship

December 2016- January 2021

Taught kids STEM content, mentored children, taught professional development classes, ran their communication department, and spoke about the organization. Helped write grant proposals, many of which we received. One grant proposal we received was the 2020 Eli Lilly Summer Youth Fund Capital Project and Equipment Grant. This grant allowed The STEM Connection to develop sensory bags for with learning disabilities.

LEADERSHIP AND VOLUNTEER EXPERIENCE

Students Organization Committee— Member

November 2020- December 2021

On this committee we look over the budgets of over 170 student organizations and determine how much funding each organization should receive.

Embrace Evanston — President

August 2014 – Present

Communicated with Evanston Academy, work to educate and mentor students, discuss hard issues such as racism, sexism, homelessness, and abuse with the students, and help them prepare for high school/college.

Xavier University Student Government Organization- Senator

November 2020– Present

Xavier University Dean Student Advisory Board- Committee Chair

August 2020- Present

Xavier University Volunteer Group - Leader

August 2020- Present

Delta Sigma Pi -Vice President of Community service

September 2019- Present

Saint Monica Catholic School - Assistant Teacher

August 2014– May 2019

Kate Schroder Congressional Campaign- Finance, Internship

August 2020- November 2020

Kathryn Andrews

andrewsk4@mymail.nku.edu | 330-573-0737 | 2325 Quarry Top Drive, Wadsworth, OH 44281

EDUCATION

Northern Kentucky University

Bachelor of Science in Business Administration

Expected May 2024

Accounting major, computer forensics minor

GPA: 4.0

Wadsworth High School

Graduated in top 10% of class with honors diploma

May 2020

WORK EXPERIENCE

Rudler, PSC

Audit Co-op

Fort Wright, KY

Dec 2021-present

NKU Office of Admissions

Tour Guide

Highland Heights, KY

Feb 2021-present

NKU Office of Financial Assistance

Phone Agent/Customer Service

Highland Heights, KY

Feb 2021-Nov 2021

Bidinger's Ice Cream

Shift Manager

Wadsworth, OH

2018-2021 (Seasonal)

Walmart Supercenter

Stocker/Backroom Associate

Wadsworth, OH

Mar-Aug 2020

SKILLS

- Familiar with Microsoft Word, PowerPoint, and Excel
- 3 years of customer service experience
- Leadership experience
- Proficient typing ability

SUMMER LEADERSHIP PROGRAMS

- BDO's Pathway to Success July 15, 2021
- Blue and Co's Jumpstart Summer Leadership Program June 10, 2021

ACTIVITIES

Northern Kentucky University

- Haile Ambassador: attend College of Business events, talk to prospective students
- Finance & Accounting Student Association: professional development, networking
- Intramural Chair of Theta Phi Alpha: weekly meetings, organize intramural games
- Young Life: faith-based club, weekly meetings, service opportunities

HONORS/AWARDS

Northern Kentucky University

- President's Honors List (4.0 GPA) Fall '20, Spring '21, Fall '21
- EDGE Plus Award
- Haile COB Enrichment Scholarship

Austin Applegate

125 Eden Ridge Rd. - Foster, KY. 41043
(859) 957-4573 – austinapple501@gmail.com

Education

Northern Kentucky University
B.S.B.A in Finance

Graduation Date: Spring 2023
Current GPA (3.95)

Maysville Community and Technical College
Associate in Applied Science

Graduation Date: Spring 2021
GPA: (3.95)

Experiences

Tumbling Instructor - Limestone Family YMCA - Maysville, KY.

04/2017 - Current

As a tumbling instructor I assist athletes who wish to learn how to tumble. I help educate these kids by bringing many life lessons to their attention, all while they are enjoying something they are passionate about.

Accounting Co-op - Stober Drives – Maysville, KY.

05/2021 – 01/2022

As an intern with Stober Drives I worked in the accounting department. My job duties consisted of day-to-day tasks, as well as month-to-month tasks. Some of my daily tasks included invoicing, working in accounts payable, clearing out the GR/IR account, and other various assignments. My monthly duties included working on month-end close, updating various spreadsheets as needed, working with fixed assets, etc.

Head Cashier - California Marketplace – California, KY.

06/2020 – 06/2021

This task consisted of helping customers find items, checking customers out, fixing computer related issues in our system, and assisting with the gas pumps. I also was partially in charge of making sure the grocery ad tags were updated week-to-week throughout the store. I would update pricing on items, create ad signs, count and manage inventory, and order new ad tags.

Business Tutor - Maysville Community and Technical College – Maysville, KY.

01/2020 – 05/2020

I was a business tutor for a semester at MCTC. I helped other students in classes such as economics, accounting, computer applications, and other general business classes.

Farm Laborer - County Line Angus Farms – 565 Lenoxburg-Foster Rd. Foster, KY.

08/2016 – 08/2018

I had many different jobs as a laborer. Some of these included the following: operating small equipment, landscaping, office work, sorting and filing paperwork, and other tasks related to these.

Skills/Qualities

- CPR certified
- Various computer skills
- Critical thinker
- Leadership
- Problem-Solver
- Self-motivated

References

Wendy Noble – College Professor at Maysville Community and Technical College
1755 US HWY 68 Maysville, KY. 41056 - (606) 541-0244
Mary Beth Appleman – Math teacher at Bracken County Middle School
167 Parsley Dr, Brooksville, KY. 41004 – (606) 301-3722
Owen McNeil – Economic Development Director for the city of Maysville
219 Stanley Reed Court St. Maysville, KY. 41056 – (606) 584-6534

Matthew Brankamp

6963 Ashview Lane
Liberty Township, OH 45011

matt.brankamp@gmail.com
(513) 444-9269

Objective To obtain a cooperative position in the field of accounting where my strong work ethic, organization skills, and leadership skills will be utilized in a business environment.

Education **Mount St. Joseph University** Cincinnati, Ohio
Bachelor of Science in Accounting, May 2023 (anticipated graduation)

- G.P.A. 3.9/4.0
- Dean's List, Fall of 2019 – Present
- Accounting classes taken include: Intermediate Accounting I and II, Taxation I and II, Managerial/Organizational Behavior, and Auditing
- Plan to obtain a Master's Degree in Business Administration

Experience **Dick's Sporting Goods** Liberty Township, Ohio
Sales Associate, Fall 2019 – Present

- Provided superior service to customers in a fast-paced environment
- Achieved high customer satisfaction recognition by helping customers find the best equipment and apparel for their needs
- Trained new employees to understand the company's expectations and procedures
- Handled retail responsibilities from cashier to online ordering
- Handled inventory responsibilities including unloading trucks, sorting inventory, and stocking shelves

Activities **Mount St. Joseph University** Cincinnati, Ohio

Alpha Lambda Delta Honor Society, Member, Spring 2020 – Present

- Developing individual leadership and communication skills with peers that are committed to academic excellence

Sigma Beta Delta International Honor Society, Member, Spring 2022 – Present

- Associated with a prestigious group of intelligent business leaders that convey academic excellence and are committed to superior achievement

Division III Baseball Team, Athlete, Fall 2019 – Present

- Starting catcher in first two full seasons
- Currently learning game management and handling of the pitching staff

Volunteer **Matthew 25: Ministries** Blue Ash, Ohio
Volunteer, Fall 2017 – Present

American Cancer Society: Relay for Life Oxford, Ohio
Volunteer, Spring 2015 – Present

Leukemia and Lymphoma Society Cincinnati, Ohio
Volunteer, Spring 2011 – Present

References Will be forwarded upon request

Patrick Johnson

4225 Johnson Ave, Western Springs, IL 60558
johnsopp@miamioh.edu | (708) 790-8487

Education

Miami University, Farmer School of Business, Oxford, OH

Expected May 2023

- Bachelor of Science in Business *Overall GPA: 3.98, Major GPA:4.0*
- Major: Accountancy and Finance | President's List | Dean's List *CPA Eligible May 2023*
- Business Honors Program | University Honors Program | University Academic Scholars Program
- Beta Gamma Sigma

Lyons Township High School, La Grange, IL

May 2019

- National Honor Society *GPA: 3.79 unweighted, 4.85 weighted*
- Varsity Golf | Varsity Tennis | Jazz Band

Work Experience

Accounting Intern

Power Construction, Chicago, IL

June 2021-August 2021

- Managed incoming invoices and data entry to make sure invoices were sent to the correct approvers
- Assisted with the integration of various accounting systems following the acquisition of another company

Student Intern, Accounting/Finance Committee

First Miami Student Credit Union, Oxford, OH

August 2019 – Present

- Serving as a teller, engaging with walk-in members in order to provide a responsive and personal customer service experience for all members
- Participate in month-end reporting

Undergraduate Associate, BUS 106 (Farmer Success Strategies)

Miami University, Oxford, OH

January 2021 – March 2021

- Served as a leader and peer mentor to first-year students in this first-year transition course
- Assisted faculty with preparing and delivering creative and engaging lesson plans

Accounting Intern

JPF Ltd, Chicago, IL

June 2020 – August 2020

- Organized and prepared clients' tax information to be used in their individual tax returns
- Worked with QuickBooks to arrange business expenses and payroll activities for clients

Practical Educational Experience

Miami University First-Year Integrated Core/Client Challenge

Fall 2019

- Collaborated with 5 peers to deliver an innovative technical solution to problem posed by Cleveland Clinic
- Leveraged SQL to gain insights from large quantities of data

CSE 148- Business Computing

Spring 2020

- Extensive use of Microsoft Excel and Access for data analysis and problem-solving in a business context

Campus Involvement

Treasurer and Safety Officer

Miami University Club Tennis, Oxford, OH

August 2019 – Present

- Handles all finances and reporting relating to club activities as well as communication with the university regarding financial matters

Vice President of Reporting

Beta Alpha Psi, Oxford, OH

September 2020-Present

- In charge of making sure all reporting standards and deadlines set by the national chapter are met

Sharif F. Johnson

5284 Woodfield Drive South, Carmel, IN 46033 | 317.922.8127 | johns5sf@mail.uc.edu

EDUCATION

University of Cincinnati: Carl H. Lindner College of Business Cincinnati, OH

Bachelor of Business Administration: Finance | Cumulative GPA **3.92/4.0** Expected April 2023

Awards: Dean's List All Semesters, Eric Dalius Scholarship, Business Fellows Scholarship, and Beautillion Militaire Scholarship

Special Program: Lindner Analytic Finance Academy

- Selected by faculty to participate in a rigorous program on preparing students for careers in investment banking
- Classes designed to cover more in-depth and extensive data analysis; identified as one of the top 1% students in the college

PROFESSIONAL EXPERIENCE

Bank of America | *Incoming Investment Banking Analyst* | New York City, NY August 2021-Present

Morgan Stanley | *Wealth Management Summer Intern* | Indianapolis, IN June 2021-August 2021

- Assist a two-person team in managing over 80 portfolios tailored to high-net-worth individual clients for AUM of \$600 mm.
- Create performance tracking and data processing models for the PM team using the BlackRock Aladdin, MorningStar, Thompson databases
- Utilize Salesforce and the internal Morgan Stanley contact management database to design and maintain prospecting pipelines and procedures, pitch books, email distribution lists, prospect folders, and update prospect folders
- Analyze portfolio trades across different asset categories including Fixed Income, EM and BRIC equity and Real Assets
- Participate in weekly meetings where my region's ACMs and specialists discussed potential changes on topics such as alternative investments, estate planning, tax changes, private capital, and modern wealth management

International Master Distributor (IMD, Inc.) | *International Broker Assistant* | Indianapolis, IN September 2020-April 2021

- Constructed a regression model to help project the sales and boost profit margins of the company and earning commissions
- Managed due diligence by acquiring at least 20 products based on customers' needs
- Compiled 30 emails weekly seeking used military aircraft parts utilizing a database from sellers on partsbase.com
- Served as International broker assistant finding military aircraft parts for clients such as the India Navy

University of Cincinnati | *Academic Coach* | Cincinnati, OH August 2020-April 2021

- Mentored 15 students a week providing a plan involving study habits, note-taking ideas, and targeted advice
- Connected with students once a week to discuss their academic concerns
- Worked with a team of academic coaches to create additional professional development activities for students

LEADERSHIP & PROFESSIONAL DEVELOPMENT

MLT – Management Leadership for Tomorrow | *Career Prep Fellow* | Washington, DC February 2021-Present

- Selected as one of 1,000 for an 18-month professional development program for high-achieving diverse talent
- Complete business case studies and assignments to hone analytical, quantitative and technical skills
- Attend conferences hosted by industry leaders, such as Deloitte, LinkedIn, Clorox and Target

SEO – SEO EDGE Participant | *Career Fellow* | New York, NY January 2021-Present

- Receive coaching and online instruction to achieve targeted interview, technical, and professional developmental goals
- Learn business fundamentals to compete successfully for internship opportunities
- Complete industry-specific training and assessments focused on developing technical skills, institutional knowledge, and attention to detail.

HPCUC – Health Policy Committee at University of Cincinnati | *Co-Founder, Vice President* | Cincinnati, OH January 2021-Present

- Ensure operational success by optimizing and managing the first global health case competition setup with 30 participants
- Drive behavioral change to continuously improve HPCUC through programs, initiatives, and training as well as engage external/internal college faculty in order to report on, raise awareness and gain commitment to HPCUC efforts
- Work closely with group members in identifying areas of opportunities for performance improvement; while working collaboratively with leaders, health professionals, and college professors to improve student satisfaction and engagement

Lindner Investment Banking Club | *Member* | Cincinnati, OH August 2021-Present

- Constructed a pitch deck for Hillenbrand CIMs and potential acquisitions, which placed first overall
- Completed in deal teams to pitch a financial transaction to a board of professionals in the industry
- Attend weekly general body meetings and spoke with many professionals and alumni in the industry

Other Activities: Lindner Finance Club | *Member*; Business Fellows | *Member*

SKILLS & INTERESTS

Skills: Proficient in Microsoft Teams, Word, Excel, PowerPoint

Interests: Lifting, Basketball, Football, Stock Investing, Travel

RICHIE MANNING

2912 Carroll Ave., Cincinnati, OH 45248 * 513-364-5944

Employment History:

Fifth Third Bank

2010 – Present

Asset Securitization Account Coordinator

- Coordinate borrowing and payment activities with the customer and other members of the Commercial Loan department, Asset Securitization and Funding Boarding.
- Independently manage a portfolio of 45-50 deals.
- Monitor financial statements, research past dues, analyze overages and advise the deal teams so they understand the terms of the various deals. Provide payoff letters confirm audits and confirm balances.
- Line of contact with high value customers and financial institutions.

IASC Account Specialist

- Provide middle office support to the Investment Management and Trust (IM&T) line of business in the Private Bank.
- Open and fund new IM&T accounts, distribute and close IM&T accounts, process a variety of special projects and asset transfers related to existing accounts, process court accountings, pay various bills, payment of estimated state and federal taxes, and daily cash processing and balancing.
- Effectively communicate with internal areas of the bank and affiliate personnel as well as external resources. Established and maintained relationships with the affiliates.
- Under minimal supervision, organized workflow and work adhering to all policies and procedures governing fiduciary responsibilities.

Vault Teller

- Perform varied and moderately complex duties related to the timely receipt and processing of currency, coin and check deposits from commercial customers and banking centers in accordance with established procedures and controls

Belterra Casino

2009 - 2010

Dealer: Table Games

- Provided superior service by overseeing, controlling, and directing games on assigned tables for an assigned shift; ensuring efficient operation while adhering to internal policies, game security and state gaming regulations.

Grand Victoria Casino

2007 – 2009

Dealer: Table Games

- Provided superior service by overseeing, controlling, and directing games on assigned tables for an assigned shift; ensuring efficient operation while adhering to internal policies, game security and state gaming regulations.

Cashier / Main Banker

- Responsible for regulating cash flow throughout the casino
- Handled revenue drops from many departments to maximize profitability, guest satisfaction, workforce allocation, and compliance measurements.
- Processed unclaimed jackpots in accordance with state and federal requirements. Responsible for insuring inventory accuracy and completeness by communicating the status of fluctuating cash levels to appropriate management.

Licenses / Certifications:

Gaming License issued by the Indiana Gaming Commission

Education:

Mount Saint Joseph University
CEP Program

2018 – Present
2018

Activities / Community Involvement:

Change Management Team Director
Manna Food Pantry
Indoor soccer

BRADY MCKINLEY

1653 Woodfield Court, Hebron KY, 41048 | (859) 512-5052 | bradymckinley20@gmail.com

EDUCATION

Thomas More University: Crestview Hills, KY

Expected Graduation 2023

Bachelor of Arts in Accountancy

Minor: Business Administration

Relevant Coursework: Accounting 102, Intermediate and Managerial Accounting

3.9 GPA - Dean's List

EXPERIENCE

VonLehman CPA & Advisory Firms: Fort Wright, KY

Tax Intern

December 2021-Present

- Filing individual, corporate, and trust tax returns for the 2021 tax year
- Gaining vast knowledge using various return management and workpaper management software
- Refining communication skills from daily interactions with firm clientele

Federal Home Loan Bank: Cincinnati, OH

Internal Audit Intern

May 2021-December 2021

- Assisted senior auditors with Q1 and Q2 SOX Processes and Testing
- File creation, Excel creation and editing, and file replication

Institute for Academic Excellence at Thomas More University: Crestview Hills, KY

Accounting Tutor

January 2021-Present

- Tutor peers in various accounting courses including Introductory Accounting and Intermediate/Managerial Accounting
- Provide homework guidance and test preparation to peers

Macy's: Florence, KY

Sales Associate

November 2018-August 2021

- Tended to daily customers on the sales floor and maintained an orderly Men's clothing department
- Encouraged customers to open store credit accounts that allowed for greater savings on their purchases
- Trained new employees in SmartPOS transactions and emotional intelligence strategies with customer

Boone County Sheriff's Department: Burlington, KY

Accounting Intern

August 2018-May 2019

- Assisted the Boone County CPA match tax checks with documentation
- Created and matched invoices in Microsoft Excel to ensure accurate recognition of payments billed to the department
- Organized payroll documents to simplify the payroll process at the end of each period

COLLEGIATE ATHLETIC EXPERIENCE

Thomas More University: Crestview Hills, KY

NAIA Men's Soccer Player

August 2019 - April 2021

- Developed a strong work ethic and determination to meet team goals
- Organized formal and informal team meetings to improve communication and connection
- Committed 20 hours a week to training, film study, travel, and competition
- Provided tours of team facilities to recruits
- Awarded Academic All-American Team

HONORS PROGRAMS AND ORGANIZATIONS

Accounting Society

2019-Present

- Active engagement in various professional panels to further knowledge on the accounting and finance industry
- Partake in volunteering works within the Thomas More University community

Alpha Lambda Delta

2021-Present

- Participation in professional panels and gatherings to further sharpen my leadership and career-readiness skills

James Graham Brown Honors

2021-Present

- Focus is on community outreach and to further understand our place within Thomas More University's community as well as our place in society as a whole.
- Volunteer on university community projects and program courses.

Cleves Scholar

2019-Present

- Community service projects and programs courses aimed at weaving philosophical and ethical concepts into students' undergraduate studies

KyCPA Scholar

2020-Present

- Attend programs aimed at networking with firms strongly established the accounting industry.
- Active engagement in various accounting career opportunity discussions and panels

Organization: Cincinnati Internal Audit Association

- Title: Student Member/Scholarship Recipient
- Dates: Fall 2020 - Present
- Details: The chapter provides training, education, and networking opportunities to internal audit professionals via monthly meetings.

Organization: Alpha Lambda Delta

- Title: Member
- Dates: Spring 2021 - Present
- Detail: ALD is a certified national honor society that recognizes academic excellence in the first year at a college or university.

Organization: Delta Mu Delta

- Title: Member
- Dates: Spring 2022 - Present
- Detail: DMD is a business honor society that recognizes and encourages the academic excellence of students at qualifying colleges and universities to create a DMD community that fosters the well-being of its individual members and the business community through lifetime membership.

SKILLS

- Proficiency in Microsoft Office 365 software
- First-hand experience with Sarbanes-Oxley Testing
- Abundant hours working with SmartPOS

Devon A. Milburn

milburda@mail.uc.edu • (513) 504-3269 • [linkedin.com/in/devon-milburn](https://www.linkedin.com/in/devon-milburn)

SUMMARY

- Third-Year Accounting Major and Finance Minor with career interests in **Management and Financial Accounting**
- **CMA Eligible: 2025**

WORK HISTORY

United Dairy Farmers - Cincinnati, OH

Accounting & Customer Service Associate | May 2020 - Current

- Audit cash transactions in upwards of \$6000
- Inspect and audit inventory delivered daily in value of \$400 - \$2000
- Review and analyze transactions to locate variances between reports

Sugartree Landscaping - Liberty Township, OH

Owner-Operator | May 2019 - August 2019

- Small business founder, handling all operations and procurements
- Marketing initiatives and detailed scheduling operations to improve customer satisfaction, increasing efficiency and profitability
- Built relationships with 15 different customers with various backgrounds
- Net profit increased by 300% over 3-month span

McAlister's Deli - Liberty Township, OH

Cashier | November 2018 - May 2019

- Audited cash transactions in upwards of \$200
- Handled all financial transactions with clients

NOTABLE PROJECT WORK

Management Analysis - The Kroger Company

- Leading 6 Person team conducting organization analysis
- Will present overview of company and analysis on various Organization Behaviors

Project Strategy - Luxottica

- Major part of an 18-person team conducting a full S.W.O.T. Analysis
- Led 5 Person team for the Weaknesses section of analysis
- Presented analysis to upper management employee of Luxottica

Project Innovation - Charge Me

- Created a full business plan for a phone/computer charger rental
- Led a 4-person Finance team of the project
- Created all Financial Statements and Future Outlooks for the project

EDUCATION

University of Cincinnati

Linder College of Business

Junior | GPA: 3.48

Dean's List Recipient

Cincinnatus Scholarship Recipient

Courses Taken:

- Financial Accounting
- Managerial Accounting
- Intermediate Accounting I & II
- Business Analytics I & II
- Information Systems
- Introduction of Taxation
- Operations Management
- Essentials of Business

Lakota East High School

Liberty Township, OH

Graduate: May 2019

- High Honors Graduate
- National Honor Society Member
- National Honor Society Scholarship Recipient

ACTIVITIES

Cincinnati Flames - Cincinnati, OH

- Coaching Teams ages 12 - 18
- Private Instructor ages 12 - 14

Lakota Tomahawks - Liberty Twp, OH

August 2017 - August 2019

- Managed concession operations
- Reported weekly reports to board members

Institute of Management Accountants - Cincinnati North Chapter

- Student Member

Sydney Moore

5818 N. Kirby Ave, Chicago, IL 60646
smoore@aoibusiness.com | 773-551-4380

PROFESSIONAL SUMMARY

An accounting major with an interest in earning a CPA license and a master's degree.

EDUCATION

Bachelor of Science in Business Administration Expected May 2023

Major: Accounting

Cincinnati, OH

Xavier University, Williams College of Business

- GPA: 3.87/4.00
- Dean's List for 2.5 years

RELEVANT EXPERIENCE

Tax Intern

Grant Thornton

January 2022-Present

- Member of the tax team providing tax compliance and provision services to clients.
- Assisted in preparing tax returns, following up on notices, and providing services to clients on various activities.

Staff Advisor

Sauganash Associates

June 2021-Present

- Member of team providing CFO advisory services to a publicly traded entity.
- Assisted with preparing balance sheet account reconciliations, preparing a fixed asset subsidiary ledger, and updating a consolidation workbook for the Company's SEC Form 10-Q document.

CAMPUS INVOLVEMENT

Member, Girl Up, Cincinnati, OH, September 2019-May 2021

Member, Distance 4 Dreams, Cincinnati, OH, September 2019-May 2020

Member, Accounting Society, Cincinnati, OH, January 2021-Present

SKILLS

Microsoft Excel: Intermediate

Other Interests/Accomplishments

High School triple jump record holder, reading, and exercising

Grace Thorstenson

thorstga@miamioh.edu ▪ (937) 231-7802
w www.linkedin.com/in/grace-thorstenson

Education

Miami University, Oxford, OH
Bachelor of Science in Business

Major: Finance, Minors: Business Analytics and Business Economics

Dean's List for 2019 Fall semester, President's List for 2020 and 2021 Spring and Fall semesters

Expected Graduation Date: May 2023

Cumulative GPA: 3.96/4.00

Work Experience

Farmer School Department of Finance, Oxford, OH

January 2021 – Present

Teaching Assistant

- Optimize course content by creating and vetting HWs, quizzes and practice problem sets
- Enhance the enrolled student experience through the offering of weekly office hours and moderating of discussion forums
- Create and edit videos that demonstrate how to solve practice problem sets

Catholic Social Services of the Miami Valley, Dayton, OH

May 2021 – July 2021

Mission Services and Development Intern

- Served clients directly by managing and conducting intake during pantry hours
- Created an implementation plan to more accurately meet the nutritional needs of the various populations served by the food pantry
- Supported the development team in maintaining donor relationships and event planning by completing administrative tasks, communicating with donors, and preparing relevant reports

Student Painters, Kettering, OH

May 2020 – August 2020

Assistant Production Manager

- Created production goals for a six-person team to complete projects in an organized and timely manner
- Communicated with customers and fellow painters to problem solve and improve efficiency
- Serviced accumulated sales revenue of over \$75,000

Leadership Experience

Project Global Story Student Organization, Oxford, OH

January 2021 – Present

President

- Direct and collaborate with executive officers to triple the funds raised last semester in order to purchase adequate school supplies to be provided to elementary school children in Haiti
- Increase general member involvement in fundraisers by providing timely information and encouraging free discussion and feedback
- Communicate expectations between the nonprofit organization and the student organization

Service Experience

Oxford Community Choice Pantry, Oxford, OH

August 2019 - Present

Shopping Assistant and Receptionist

- Aid shoppers in pantry and suggest nutritional food options based on individual needs
- Organize and stock food donations so shoppers and shopping assistants can easily navigate pantry
- Review, update, and file shopper's information, as well as register new customers in a database system

Elizabeth's New Life Center, Dayton, OH

October 2018 – March 2019

Magnified Giving Project Team Lead

- Conveyed grant opportunity to Director of Operations of Elizabeth's New Life Center to ensure grant eligibility and proper documentation
- Communicated with Volunteer Coordinator of Elizabeth's New Life Center to arrange training and over 60 hours of service for six 18-year-old students
- Conducted Bottles for Babies Fundraising and raised over \$2,000 for Elizabeth's New Life Center

Awards and Distinctions

Miami University Honors College Requirements, Completed

July 2021

Miami University, Employee Service Leadership Award

April 2021

Beta Gamma Sigma, Inductee

March 2021

Social Innovation Weekend, People's Choice Award

Spring 2020