

Objective

An internship to gain experience in accounting

Education

Central Connecticut State University

- Bachelor of Science, **Accounting** major, expected graduation: May 2010
- Dean's List Fall 2009
- 3.26 cumulative G.P.A.
- Currently enrolled in: Financial reporting, Accounting Application, Business Law and Business management.
- Previous courses: Financial Accounting, Managerial Accounting, Cost Accounting, Federal Taxation, Intermediate Accounting and Management Information Systems.

University of Connecticut 08/06-05/08

- Dean's List during sophomore year

Relevant Experience

6/1/2009-Present CT State Treasury Hartford, CT

Cash management Intern

- Responsible for the completion of bank and vendor reconciliations.
- Assist in Payroll management.
- Took part in the reconciliation of CT's unemployment funds in relation to the Federal Reserve.
- Participated in the completion of the Annual Report.

1/07-3/07 Courtyard by Marriot Waterbury, CT

Night Auditor

- Reviewed all accounts and transactions that took place throughout the day.
- Balanced accounts
- Reviewed financial statements

Additional Experience

10/07-Present Mid State Medical Center Meriden, CT

Nursing Assistant

- Help patients with daily needs.
- Assist nurses with tasks required for patient care.
- Continuous documentation of patient information.

Food Service Associate 9/04-10/07

- Food preparation
- Dishwashing
- General maintenance