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**OBJECTIVE** Seeking a challenging career in accounting and finance with a progressive organization which will utilize my skills, abilities and education

**EDUCATION** **CENTRAL CONNECTICUT STATE UNIVERSITY** **New Britain, CT**  
**School of Business** June 2007-Present  
Bachelor of Science in Business Administration with a major in **Accounting**  
Graduation: May 2010

- GPA of 3.34
- Able to fully sustain myself financially while in college

Student Government Association

- Senator, member of Finance and Scholarship Committees, and liaison between the SGA and the Muslim Student Association
- CCSU Intramural Soccer, Captain of Team Leftovers, 2007 runners-up

**EXPERIENCE** **IBM, Corp.** **Southbury, CT**  
May 2009-Present

- Pre-Professional Accountant
- Assist and work directly with IBM Corp and IBM Credit property tax analysts to meet and satisfy all statutory property tax obligations
- Responsible for reviewing and approving IBM Corp and IBM Credit business personal property tax payment obligations
- Review and audit property tax payment registers and related operational reports
- Focal response point for domestic US IBM Credit client/customer property tax questions and inquiries
- Organize and deliver personal property tax bills and assessments to analysts
- Support tax analysts with data gathering for external audit preparation and Sarbanes Oxley compliance testing (SOX)

**HABCO, Inc.** **Glastonbury, CT**  
February 2009-May 2009

- Intern – Accounting and Finance
- Accounts Receivable-perform contract reviews to identify payment terms, set up customer invoice schedule to tie into the cash flow projection, invoice customers
- Accounts payable, cost analysis, clerical duties

**COSTA DEL SOL RESTAURANT** **Hartford, CT**  
December 2006-Present

- Provide high-level service to restaurant customers in a fast paced environment. Serve 50 people daily

**CO-OPPORTUNITY** **Hartford, CT**  
2009 Tax Season

Volunteer Income Tax Assistance Program

- Provide assistance to low-income Connecticut residents filing federal and state income taxes

**AMERICAN RED CROSS** **Farmington, CT**  
August 2008-Present

- Member of 30-person team providing disaster relief services in Hartford County. On-call 3 nights per week
- Certified in Disaster Relief Services, Client Casework, First Aid, CPR
- DAT-Direct Action Team member

**SKILLS** Bilingual English/Romanian, conversational in Spanish, Italian, and French  
Proficient in Microsoft Office, Excel, Mac OS, Adobe Publisher, Web Design  
IBM Programs: Lotus, CITRIX PTMS (Property Tax Management System), and SQL/DB2 QMF (Query Management Facility).