

Justin Case

456 College Hall
Dormitory, FL 67890
111-222-3333
justin.case@fau.edu

Objective:

To obtain an auditor position at Accountants 'R' Us that will allow me to fully use my education and experience.

Summary of Qualifications:

- More than two years of progressive accounting and auditing experience.
- Auditor internship with Ernst & Young in New York City.
- Magna Cum Laude graduate with BBA in Accounting.
- Proficient with MS Office, Quicken, Peachtree and the Internet.

Education:

Bachelor of Business Administration in Accounting, May 2007

Florida Atlantic University, Boca Raton, FL
Graduated Magna Cum Laude, GPA of 3.6

Selected Coursework:

Managerial Accounting	Corporate Audit
Intermediate Accounting I & II	Financial Management
Sarbanes Oxley Requirements	Internal Audit
Accounting for Not-For-Profits	Managerial Economics

Experience:

Auditor Internship, May 2005 to August 2006

Ernst & Young, Miami, FL

- Participated in the annual audit of Zephyr Megalithic Holdings, including development of the final certification report.
- Participated in quarterly audit of Alpha Bank Corporation, including identification and correction of over twenty major accounting errors.
- Developed several Excel spreadsheet macros currently in use for reducing entry time and automatically cross-referencing for errors.
- Received Employee of the Month award twice—first intern ever to win the award.

**Accounts Payable/Bookkeeping Clerk, May 2006 to Present
Anytown Tax and Bookkeeping Service, Davie, FL**

- Assisted (via remote) with payroll, tax, and account processing.
- Developed automated monthly sales tax payment system.
- Implemented Rapid Tax Refund service for individual customers.

Activities:

- Vice President, Student Accountancy Chapter, 2006-2007
- Treasurer, Phi Beta Kappa honors society, 2005-2006
- Residence Hall Assistant, 2005-2006