**taylor Shultz**

 (504) 555-5555 / tshultz@college.edu

Current Address Permanent Address

7 McAlister Drive, #1234 456 Main Street

New Orleans, LA 70118 Hastings, MN 55555

**EDUCATION**

**Tulane University, A. B. Freeman School of Business** New Orleans, LA

**Master of Accounting** May 2015

Upon graduation, anticipate meeting education requirements to sit for the CPA exam and become licensed in [LIST TWO STATES MAXIMUM]

**Bachelor of Science in Management** May 2015

Major: Finance

Overall GPA: 3.6; Freeman GPA: 3.8 (4 courses)

HONORS: Dean’s List, 4 semesters; Beta Alpha Psi Honors Fraternity

**Burkenroad Reports**, **Research Equity Analyst** (Spring 2013)

* Interviewed management, conducted industry and business analyses, and produced cash flow and earning models as member of three-student team in nationally recognized securities research program
* Published an investment research report on Company XYZ (Stock Index / Market-Nasdaq, NYSE, AMEX), based on findings, which will be presented at the annual conference in April

**ICADE, Universidad Pontificia Comillas**, *Abroad Program* Madrid, Spain

Coursework: International Finance and International ManagementJune – July 2012

**EXPERIENCE**

**Southern Accounting** New Orleans, LA

**Tax Intern** January 2014 – April 2014

* Anticipate preparing federal and state tax returns for individuals and small businesses

**ABC, Corp.** Lacombe, LA

**Accounting Intern** June 2013 – August 2013

* Processed accounts payable by reviewing invoices and expense reports for accuracy and entering expenses in the general ledger and prepared monthly summary report for senior accountant
* Reconciled certain general ledger accounts monthly and entered manual journal entries
* Drafted and replied to demand letters and maintained records for said accounts
* Reviewed and analyzed accounts for preparation of internal reports

**LEADERSHIP EXPERIENCE**

**Freeman Student Government** September 2013 – Present

**Vice President,** 2011 – 2012

* Elected by fellow students to provide leadership to the entire Freeman student body
* Ensure the FSG participates in community service and volunteer opportunities in the community

**Kappa Kappa Sigma Sorority** January 2012 – Present

**Social Committee Chairperson,** Spring 2011

* Developed and organized four events, each attended by over one hundred people
* Created marketing campaigns that increased event attendance by 32%

**SKILLS AND LANGUAGES**

* Proficient with Microsoft Word, PowerPoint, and Excel
* Conversational Spanish, Basic French