# 会计人员求职英文简历

来源：网络 作者：浅语风铃 更新时间：2024-01-12

*Mark Williams　　300 Boylston,　　Phoenix, AZ 85123,　　OBJECTIVE:　　Auditor position in the public accounting field in the Man...*

Mark Williams

　　300 Boylston,

　　Phoenix, AZ 85123,

　　OBJECTIVE:

　　Auditor position in the public accounting field in the Manhattan area.

　　SUMMARY:

　　More than two years of progressive accounting and auditing experience.

　　Auditor internship with Ernst And Young in New York City.

　　Magna Cum Laude graduate with BBA in Accounting.

　　Proficient with MS Office, Windows XP, and the Internet.

　　EDUCATION:

　　Bachelor of Business Administration in Accounting, May 20\_

　　Illinois State University, Normal, Illinois

　　Graduated Magna Cum Laude with a GPA of 3.6 on a 4.0 scale

　　Courses taken included:

　　Managerial Accounting Corporate Audit and Reconciliation

　　Intermediate Accounting I And II Financial Management

　　Accounting I And II Internal Audit

　　Accounting for Not-For-Profits Managerial Economics

　　EXPERIENCE:

　　Auditor Internship, May 20\_ to August 20\_

　　Ernst And Young, New York, New York

　　Participated in the annual audit of Omega 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 20\_ to Present

　　Anytown Tax and Bookkeeping Service, Anytown, New York

　　Assisted (via remote) with payroll, tax, and account processing.

　　Developed automated monthly sales tax payment system.

　　Implemented Rapid Tax Refund service for inpidual customers.

　　ACTIVITIES:

　　Vice President, Student Accountancy Chapter, 20\_-20\_

　　Treasurer, Beta Gamma Sigma honors society, 20\_-20\_

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