



Zayden Strickland

Entry-Level Accounting Associate

📞 (414) 555-0199 ✉️ zayden.strickland@example.com

🌐 linkedin.com/in/zaydenstrickland 📍 123 Main Street, Milwaukee, WI 53202

STRENGTHS

- 👁️ **Attention to Detail**
Consistently checked financial entries for errors, resulting in seamless auditing experiences.
- ⚙️ **Organizational Skills**
Implemented task tracking systems, simplifying processes while meeting strict deadlines.
- 💬 **Communication Skills**
Shared insights clearly during presentations, enhancing group understanding and collaboration.
- 💡 **Problem-Solving Abilities**
Proactively identified discrepancies in financial reports, leading to faster resolution and training opportunities.
- 🔄 **Multitasking Capabilities**
Balanced multiple assignments successfully, enabling efficient distribution of resources and time.

SKILLS

- Microsoft Excel
- Financial Data Analysis
- Bank Reconciliation
- Customer Account Management
- Problem Solving
- Attention to Detail

LANGUAGES

- English
- Spanish
- Native
- Intermediate

SUMMARY

Detail-oriented accounting professional with a strong foundation in financial principles and practices. Proven ability to manage multiple tasks while maintaining accuracy. Proficient in Microsoft Excel and adept at handling financial data management, including bank reconciliations and customer account tracking. Eager to contribute within a collaborative team environment, striving to drive success through effective communication and problem-solving skills.

EDUCATION

Bachelor's Degree in Accounting

University of Wisconsin-Milwaukee 🎓 GPA: 3.5 📅 2026 📍 Milwaukee, WI

Coursework: Financial Accounting, Managerial Accounting, Taxation, Auditing

TECHNICAL SKILLS

- 📊 **Accounting Software:** QuickBooks, Sage Intacct, Xero
- 📈 **Data Analysis Tools:** Microsoft Excel, SPSS, R Software
- 📽️ **Presentation Tools:** Microsoft PowerPoint, Google Slides, Canva
- 🗄️ **Database Management:** Access, MySQL, Oracle
- 📅 **Project Management Software:** Trello, Asana, Microsoft Project
- 🕒 **Time Management Tools:** Clockify, Toggl, RescueTime
- 📉 **Statistical Methods:** Regression Analysis, Variance Analysis, Trend Analysis
- 📄 **Financial Reporting Standards:** GAAP, IFRS, Compliance
- 🗣️ **Collaboration Platforms:** Slack, Microsoft Teams, Zoom
- 🔍 **Research Methodologies:** Qualitative, Quantitative, Mixed-methods

EXPERIENCE

Accounting Intern

University Project 📅 January 2025 - May 2026 📍 Milwaukee, WI

Supported the finance department with various accounting functions, gaining hands-on experience in financial transactions and documentation. Collaborated cross-functionally to ensure financial records were accurate and current, fostering teamwork and knowledge sharing.

- Conducted daily and monthly bank reconciliations, ensuring accurate financial reporting and reconciliation processes.
- Assisted in posting and monitoring customer credits, enhancing overall account management efficiency.
- Collaborated with team members to investigate and resolve chargebacks, which improved the process and increased customer satisfaction.
- Supported general accounting tasks that contributed to departmental efficiency and consistency.
- Maintained precise financial records, ensuring compliance with internal quality standards for reporting.
- Participated in additional projects aimed at streamlining accounting operations and boosting productivity.

Finance Research Assistant

Academic Research 📅 September 2024 - December 2024 📍 Milwaukee, WI

Contributed to research initiatives by analyzing financial data, providing insights that supported academic findings. Aided in report preparation and developed valuable analytical skills while enhancing teamwork through collaborative presentations.

- Analyzed financial data for ongoing research projects, significantly contributing meaningful insights to the team.

MY CAREER



- Accounting Intern at University Project (1.3 Years)
- Finance Research Assistant at Academic Research (3 Months)
- Financial Analysis Developer at Course Project (4 Months)

- Assisted in the compilation of reports on financial trends, thereby refining research accuracy and relevance.
- Utilized Microsoft Excel to create detailed data models, supporting statistical analysis efforts.
- Engaged in presentations of research findings that enhanced communication skills and stakeholder engagement.
- Supported faculty with administrative tasks linked to financial studies, facilitating a collaborative and productive environment.

Financial Analysis Developer

Course Project 📅 January 2024 - May 2024 📍 Milwaukee, WI

Led the development of a comprehensive project to analyze local businesses' fiscal health using diverse analytics tools. Employed interdisciplinary approaches to foster collaboration and enhance post-project delivery clarity.

- Developed an extensive financial analysis project to evaluate fiscal conditions across local businesses.
- Employed Microsoft Excel for sophisticated data analytics to deliver actionable insights for informed decision-making.
- Worked closely with peers in presenting findings, which honed public speaking and unique teamwork skills.
- Researched applicable accounting standards, ensuring compliance with industry regulations and project relevance.
- Documented methodologies and results meticulously, significantly improving project presentation styles and clarity.

LEADERSHIP & AWARDS

- Dean's List, University of Wisconsin-Milwaukee, 2023-2026
- Academic Excellence Scholarship, 2025

CERTIFICATIONS

- Microsoft Excel Certification 📅 2026
- QuickBooks Certified User 📅 2026

PROFESSIONAL AFFILIATIONS

- Member, Accounting Society, University of Wisconsin-Milwaukee
- Volunteer, Financial Literacy Program, 2025-2026

ADDITIONAL INFORMATION

Work Status : Authorized to work in United States. No sponsorship required.

REFERENCES

AVAILABLE ON REQUEST