



Lukas Wilkins

Junior Accountant

📞 (217) 555-0123 ✉️ lukas.wilkins@email.com

🌐 linkedin.com/in/lukaswilkins 📍 123 Main St, Springfield, IL 62701

STRENGTHS

- 👥 **Effective collaborator**
Employed collaboration in group settings, becoming known for aiding teammates in resolving complex problems.
- 📊 **Analytical thinker**
Demonstrated analytical skills by evaluating financial data to enhance budgetary goals and projections.
- 🧠 **Proactive learner**
Actively sought new knowledge through internships and projects, gaining respect for initiative among peers.
- 🔍 **Detail-oriented worker**
Maintained focus on detail, resulting in precise account reconciliations and flawless financial reports.
- 🗣️ **Interpersonal communicator**
Built rapport easily with team members and customers, facilitating smoother interactions and exchanges.

SKILLS

- Accounting Principles
- Financial Reporting Budgeting
- Microsoft Excel
- Team Collaboration Data Analysis
- Operational Metrics
- Audit Assistance
- Revenue Cycle Management
- Cross-Functional Projects
- Journal Entries
- Account Reconciliation
- Financial Documentation

SUMMARY

Accounting professional with a solid foundation in finance. Graduated with a bachelor's degree and gained valuable experience during internships. Skilled in drafting financial statements, executing monthly closures, and supporting budgeting activities. Processed journal entries while ensuring compliance with accounting principles. Actively engaged with district managers for performance discussions that guided decision-making. Collaborating across departments enhanced operational workflows and contributed to overall business success. Eager to apply insights from educational projects in a dynamic environment at Waste Solutions Inc.

EDUCATION

Bachelor's Degree in Finance

Springfield University 🎓 GPA: 3.6 📅 2025 📍 Springfield, IL

Coursework: Financial Analysis, Accounting Principles, Budgeting, Financial Reporting

TECHNICAL SKILLS

- 📌 **Accounting Software:** QuickBooks, SAP, FreshBooks
- 📌 **Data Analysis Tools:** Microsoft Excel, R, Tableau
- 📌 **Budgeting Tools:** Hyperion, Anaplan, Adaptive Insights
- 📌 **Financial Reporting Standards:** GAAP, IFRS, ASC
- 📌 **Collaboration Platforms:** Microsoft Teams, Slack, Zoom
- 📌 **Presentation Tools:** PowerPoint, Google Slides, Prezi
- 📌 **Cloud Storage Services:** Google Drive, OneDrive, Dropbox
- 📌 **Customer Relationship Tools:** Salesforce, HubSpot, Zoho CRM
- 📌 **Internal Audit Techniques:** Risk Assessment, Continuous Monitoring, Compliance Testing
- 📌 **Project Management Tools:** Trello, Asana, JIRA

EXPERIENCE

Accounting Support Intern

University Project 📅 June 2025 - Present 📍 Springfield, IL

Contributed as an Accounting Support Intern by participating in month-end financial closes, enhancing reporting accuracy through detailed reconciliations of accounts. Engaged deeply in budget creation processes alongside a collaborative team, assisting peers in analyzing data to formulate realistic strategies and plans. Partnered with district managers to discuss metrics vital for daily decisions impacting operations. Partook in cross-functional projects that streamlined efficiencies between departments, ultimately boosting customer satisfaction and operational output.

- Participated in monthly financial close tasks by posting journal entries and reconciling accounts effectively.
- Collaborated to develop financial statements, ensuring accuracy according to established standards.
- Assisted in gathering data for the budgeting process for more reliable financial planning.
- Worked with district managers on crafting performance metrics for informed decision-making.
- Engaged in cross-departmental initiatives that created operational improvements and better customer experiences.
- Explored practical applications of billing and revenue management scenarios through project-led case studies.

Finance Research Assistant

Academic Research 📅 August 2024 - May 2025 📍 Springfield, IL

Financial Statement Review

Forecasting

LANGUAGES

English Native

Spanish Intermediate

MY CAREER

1.8
YEARS

Accounting Support Intern at
University Project (1.1 Years)

Finance Research Assistant
at Academic Research (9
Months)

Served as a Finance Research Assistant dedicated to academic inquiry into financial standards and principles. Assisted faculty in conducting thorough research, which led to a publication focusing on effective accounting practices. Utilized Microsoft Excel for accurate data analysis, directly enhancing presentations delivered at various academic assemblies. Fostered opportunities for collaboration by tutoring students encountering challenges in their coursework, contributing positively to the academic community.

- Researched financial principles contributing to published works on best practices in accounting.
- Used Microsoft Excel to analyze data for accurate academic presentation outcomes.
- Helped prepare and deliver workshops at academic conferences showcasing critical research findings.
- Provided individual tutoring sessions aimed at strengthening peer understanding of complex accounting topics.
- Collaborated on an expansive budgeting project simulating forecasting or providing hands-on analytical skills.
- Established strong relationships within the academic space, nurturing team-oriented learning endeavors.

LEADERSHIP & AWARDS

- Dean's List, Springfield University 2024
- Best Presentation Award, Finance Conference 2025

CERTIFICATIONS

- Microsoft Office Specialist: Excel 📅 2026
- Introduction to Financial Accounting (Coursera) 📅 2025

PROFESSIONAL AFFILIATIONS

- Member, Finance Club, Springfield University 2023 - Present
- Volunteer Tutor, University Tutoring Center 2024 - 2025

ADDITIONAL INFORMATION

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

REFERENCES

AVAILABLE ON REQUEST