

CAROLINE DANIELS

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6501 MCARDLE RD. CORPUS CHRISTI TX. 78412 • 361-227-7431

EDUCATION

Fall 2015 – Present ***Texas A&M University Corpus Christi***
Bachelor of Business Administration in Accounting
Expected Graduation Date: August 2018 • GPA 4.0

WORK EXPERIENCE

- February 2017 – December 2017 ***Tax Intern at Adamson & Company CPA***
- Assisted in the preparation of 1040 tax returns, preparing personal financial statements, addressing IRS audit letter, preparing compliance letters and book keeping.
- February 2016 – February 2017 ***TAMUCC – College of Business Student Assistant***
- Responsible for grading assignments and assisting Professors with administrative responsibilities
- September 2016 - December 2016 ***Accounting Tutor***
- Financial Accounting, Managerial Accounting, and Microsoft Excel tutor for student athletes at TAMUCC
- May 2014 – June 2015 ***Sales Associate at Payless Shoesource.***
- Responsible for managing the cash register, running shipment, submitting payroll, depositing cash, and opening and closing store.

ACTIVITIES

- Fall 2016 – Fall 2017
- Treasurer of the Student Account Society
- Spring 2016 – Present
- Volunteer Income Tax Assistant for the VITA program, an IRS implemented program which offers free tax assistance to the disabled, elderly or anyone needing tax assistance.
- January 2016 – Present
- Volunteer tutor for financial and managerial accounting. Responsible with assisting students with financial accounting assignments
- August 2016 – Present:
- Student member of the Texas Society of Certified Public Accountants.

REFERENCES

- Scott Kruse*** - Scott.kruse@tamucc.edu Corpus Christi TX.
- Accounting Professor at TAMUCC
- Anita Reed*** – Anita.Reed@tamucc.edu Corpus Christi TX.
- Department chair of Accounting, Finance, and Business Law at TAMUCC.