

# Jane B. Senior

*Campus:*

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*Permanent:*

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**OBJECTIVE:** Auditor position in the public accounting field in the Nashville area.

**SUMMARY: More than two years of progressive accounting and auditing**

- Auditor internship with Ernst & Young in Atlanta, GA.
- Magna Cum Laude graduate with BBA in Accounting.
- Proficient with MS Office, Windows 2000/XP, and the Internet.

**EDUCATION: Bachelor of Business Administration in Accounting May 2003**

Trevecca Nazarene University, Nashville, TN  
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 & II	Financial Management
Accounting I & II	Internal Audit
Accounting for Not-For-Profits	Managerial Economics

**EXPERIENCE: Auditor Internship, May 2002 to August 2002**

Ernst & Young, Nashville, TN

- Accounts Payable/Bookkeeping Clerk, May 2000 to Present
- Nashville Tax and Bookkeeping Service, Nashville, TN
- Assisted (via remote) with payroll, tax, and account processing.
- Developed automated monthly sales tax payment system.
- Implemented Rapid Tax Refund service for individual customers.

**ACTIVITIES:** • Vice President, Student Accountancy Chapter, 2002-2003

- Treasurer, Beta Gamma Sigma honors society, 2002-2003
- Dorm Resident Assistant, 2001-2003