# EDUCATION

Kelly DePaul

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## DePaul University, Chicago, IL

*Bachelor of Science in Business* Expected June 2020

*Major in Accountancy*

GPA: 3.8/4.0; Major GPA: 4.0/4.0

CPA Eligible: June 2016

Dean’s List, All quarters in attendance

# RELEVANT EXPERIENCE

## ABC Company, Chicago, IL

*Finance Intern, Compliance Audit* March 2018 – May 2018

* Audited affiliate division testing 45 samples of employee business expenses in Columbus, Ohio
* Created Excel testing template for Sweepstakes Program, new area of audit
* Completed two additional areas of the audit, saving one week of expenses to be on-site
* Assisted financial audit department that was low on headcount on planning for next audit

## XYZ Firm, LLP, Chicago, IL

*Audit Intern, Financial Services* June 2017 – August 2017

* Led three engagements starting from planning to drafting audit report
* Advised client’s senior management to correct 1.8% error on calculation of return on investment
* Assisted an audit team on the second largest client, $33B in assets to meet audit deadline
* Trained personnel within department of 54 on Bloomberg resulting in better research efficiency

**Center for Economic Progress**, January 2016 – April 2017

*Seasonal Volunteer Tax Preparer*

* Provided counseling and prepared tax returns for 50 clients which resulted in average of 1.5% savings
* Completed 25 hours of formal training in addition to taking on a mentoring role for new tax prepares

# ADDITIONAL EXPERIENCE

## Restaurant ABC, Chicago, IL

*Hostess* June 2016 – December 2017

* Efficiently assisted 100 clients daily; increasing to 300-600 for weekend traffic at upscale restaurant in downtown Chicago, contributing to more than $50,000 in monthly sales
* Collaborated with servers and managers for an efficient rotation of clients throughout shift and attended to special requests, such as planning and managing corporate events

# ACTIVITIES & VOLUNTEER WORK

**DePaul Accounting Club***, Member* September 2017 – Present

* Collaborated with recruiters to successfully plan and execute 10 career development and networking events

**PwC Elevate Leadership Program**, *Participant* July 2017

* Built relationships with professionals at PwC and gained in-depth knowledge of public accounting careers

# SKILLS

**Language:** Fluent in written and verbal Spanish

**Technology Skills:** Experienced with Bloomberg, Microsoft Excel, Word and PowerPoint

