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| JUSTIN GARCIA |  |
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# OBJECTIVE

To work as an accounting intern where I could employ my formal education of business processes, accounting, and marketing to the benefit of a company in the digital space. My goal is to achieve the best results in reporting, auditing, and working with a team to maximize group efforts and increase productivity.

# Education

B.A. Marketing Communications, May 2016

Florida State University

GPA – 3.5

# Relevant Coursework

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| --- | --- |
| * System Analysis
* Financial Statements
* Auditing and Forensic
* Taxation
* Software Proficiency
 | * Stockholder Equity
* Income Recognition
* Cost Accounting
* Public Accounting
* Merchant Law
 |

# Relevant Experience

## University of California

### Accounting | Undergraduates Intern, Jan 2012 – Mar 2012

* Improved and reconstructed credit and debit records by simplifying a recording system.
* Negotiated funds-transfer activities with bankers by daily phone calls and emails.
* Reviewed and maintained all vouchers, check payments, and receipts for external auditing purpose.

# Professional Experience

## Vanguards Limited

### Accounting Internship, Apr 2012 – Jun 2014

* Performed monthly to yearly reconciliations.
* Processed payments and issued credits appropriately in Accounts Receivable.
* Weekly audit for order fulfillment processes to ensure procedures were accurately followed.

# Skills

Communication, Collaborator, time management, adaptability,

critical thinking, resourcefulness

# Honors & Activities

AICPA John L. Carey Scholarship, 2008

Davidson Fellow Scholarship, 2007

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