

EXECUTIVE SUMMARY

An **audit and accounting specialist** with experience in the financial services, research, and food production and wholesale sectors. A fast learner who is comfortable working with and contributing to the preparation of 10-Qs and other regulatory filings, preparing for audits, working on teams, performing economic research, and reconciling bank statements. A Spring 2020 Master's of Accountancy graduate from the University of Alabama.

PROFESSIONAL SKILLS

- Audits and Audit Preparation
- Bank Reconciliations
- Disclosures and Financial Reporting
- Communications and Teamwork
- Economic and Financial Research
- Problem Solving

EDUCATION

Master of Accountancy *Cum Laude*. University of Alabama (Tuscaloosa, AL)

- Overall GPA: 3.7/4.0, GPA in Major: 3.7/4.0
- President's List, Dean's List

Bachelor of Science (Business Administration) *Magna Cum Laude*. University of Alabama (Tuscaloosa, AL)

Major: Accounting Minor: Math

- Overall GPA: 3.92/4.0, GPA in Major: 3.64/4.0
- Dean's List

PROFESSIONAL SKILLS DEMONSTRATED

JONZ SCHWAAB

January 2020– Present

The publicly traded (NYSE: JS) financial services firm with ~180 employees and ~\$4 billion of purchased debt that specializes in the acquisition of structured settlements and annuities from individuals.

Junior Accountant (Contract Position)

Performs a variety of accounting support duties, working on a team of 5 accountants to prepare for internal audits, to draft public disclosures and other financial reports, and reconcile bank statements as needed.

- **Audits and Audit Preparation:** Successfully worked with the Firm's audit committee and with counterparts at the Firm's banks to identify and verify the sources of funds on ~10 large annuities owned by the Firm.
- **Bank Reconciliations:** Managed the daily accounting duties on 15 of the Firm's accounts (representing 25% of the accounts managed by the office), regularly posting 100+ journal entries/day and ensuring that any matching errors are recorded and resolved.
- **Communications and Teamwork:** Oversaw the integration of 2 new accountants to the team, training the employees on the Firm's accounting software and SOPs and providing ongoing support as needed.

UNIVERSITY OF ALABAMA (CULVERHOUSE SCHOOL OF ACCOUNTING)

September 2019 – May 2020

The college of accounting at the University of Alabama, one of the top business schools in the United States.

Graduate Research Assistant

Performed research under the guidance of Dr. John Doe, CPA, the Doe and John Fellow and Assistant Professor of Accounting in the School of Accountancy.

- **Economic and Financial Research:** Led the collection of financial data on 200 publicly traded firms, pulling 10-Ks and 10-Qs and identifying the rationale behind changes in goodwill calculations by firms. Worked with a partner to develop a robust Excel dataset, enabling Dr. Johnson to perform a variety of analytical tests used in his academic research.

ECLIPSE INDUSTRIES

July 2018

China's largest producer and distributor of lotus-derived products and other foodstuffs (clients include Wal-Mart and Carrefour), that specializes in biotechnology, processing, production, raw materials, and wholesaling.

Summer Intern

Supported accounting and sales departments, participating in cross-functional activities to learn about the Firm, its relationships with small, medium, and large vendors, and its accounting practices.

- **Bank Reconciliations:** Performed bank reconciliations and other duties to support the month-end close.
- **Problem Solving:** Worked cross-functionally to collect, standardize, and analyze sales data, providing pricing insights to support negotiations with a large Chinese Retailer.

STUDENT LIFE & VOLUNTEERISM

Beta Alpha Psi Honors Society (University of Alabama) – Treasurer: Provided cash flow management for the organization and coordinated 15 presentations to members by regional accounting firms.

Habitat for Humanity (Greensboro, AL): Worked on a crew of 10 students to contribute to the construction of a home for a low-income family, making three trips to the site in 2019.

Tseng Hin Pei Charity Fund (San Diego, CA): Participated in program coordinated by Tsinghua University and the University of San Diego in 2010 that exists to share the experiences of Chinese students abroad with underprivileged students in rural China.

OTHER RELEVANT INFORMATION

Additional Languages: Mandarin Chinese (Bilingual Proficiency)

Computer Skills: MS Excel (Advanced User: Pivot Tables, VLookups), MS Dynamics, Minitab, JMP, ACL

Scholarships Awarded: Awarded three scholarships for academic excellence in business and accounting.