

## **Sally N. Cruncher**

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Chicago, IL 60655  
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### **PROFESSIONAL SUMMARY**

Accounting professional and current student studying business and accounting  
Outstanding customer service and communication skills  
Strong technical abilities, especially in Excel and QuickBooks

### **EDUCATION**

Roosevelt University

Chicago, IL

**Bachelor of Science in Business Administration, Accounting Major** Anticipated: May 2020

Minor: International Studies

Related Courses: Advanced Financial Accounting, Cost Accounting, Advanced Auditing,  
Federal Income Tax, Management Information Systems

Current GPA: 3.82

### **WORK EXPERIENCE**

Manila Brand International

Evergreen Park, IL

**Accountant I**

October 2018-present

Prepare tax returns, meeting federal regulations and compliance  
Code disbursements and cash receipts and post to general ledger  
Organize and manage cash flow as well as financial documents and statements  
Manage and track