**Prince Woodard**

0000 College Ave, Apt. 000, Fredericksburg, VA 22401 (555) 555-5555 princewoodard@umw.edu

**EDUCATION**

**University of Mary Washington, College of Business** Fredericksburg, VA

*Bachelor of Science in Accounting May 2021*

GPA: 3.79

**PROFESSIONAL EXPERIENCE**

**KPMG** Washington, DC

*Federal Audit Intern June-August 2019*

* Prepared lead sheets for substantive testing and identified significant fluctuations to be tested
* Wrote internal control narratives based on client discussions and performed walkthroughs on each control
* Participated in audit of two employee benefit and contribution plans, testing participant eligibility, contributions, plan loans, investment allocations, and distributions

Atlanta, GA

*Finance Intern May-August 2018*

* Earned one of 20 positions in Finance Internship Program among 350 applicants
* Interacted weekly with senior finance leaders to discuss career paths, share ideas, develop leadership skills and learnCoca-Cola’s business model
* Researched the rightful owner of outstanding checks, collaborated with other departments to resolve unclaimed funds, maintained accurate records, prepared research packets for audit, and completed peer review of another department's account reconciliations while assigned to Unclaimed Property Department of North America Regional Finance Center
* Delivered capstone presentation to 30 senior finance leaders

**LEADERSHIP AND VOLUNTEER EXPERIENCE**

**Income Tax Assistance (Rappahannock United Way)** Fredericksburg, VA

*Volunteer January-April 2019*

* Contributed three hours a week at local site
* Prepared free individual income tax returns for low to moderate income taxpayers and advised on special credits

**ACHIEVEMENTS/AWARDS**

* Study Abroad: India *Fall 2018*
* Sigma Beta Delta, University of Mary Washington *Spring 2019*

**TECHNICAL PROFICIENCIES**

* Microsoft Windows, Word, Excel, Access, PowerPoint; QuickBooks and Quicken; SAP
* Proficient in Spanish language

**INTERESTS**

Cooking, Running, Traveling, Reading, Kayaking