

Kelly DePaul

312.362.8437 | kelly.depaul@depaul.edu | [linkedin.com/kellydepaul](https://www.linkedin.com/kellydepaul)

EDUCATION

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 preparers

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