

Ryan Anderson

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Objective An entry-level auditing position where accounting experience, attention to detail, and outstanding organizational skills can be used.

Education Lee College, Baytown, TX May 2006
Associate Degree in Accounting; GPA: 3.67/4.0

Related Courses Accounting I & II, Cost Accounting, Auditing, Managerial Accounting, Income Tax, Computer Applications in Accounting, and Accounting Systems

Accounting Projects Analyzed financial statements of local business. Computed ratios and compared to industry benchmarks. Prepared programs to audit risks. Used Microsoft Access and Excel regularly.

Reviewed transactions and financial statements for Bayshore Automotives. Adjusted and closed books. Redesigned budget lines for new and ongoing business needs. Prepared financial statements. Worked within a team.

Experience Auditor Intern - Smith & Associates, Houston, TX 1/2006-5/2006

- Audited employer payroll accounts for compliance with reporting and tax guidelines.
- Requested and collected past-due state unemployment taxes.
- Helped employers interpret their state unemployment tax account.

Tax Assistant - CMS Tax Services, Dayton, TX 4/2004-1/2006

- Prepared federal and state income tax returns.
- Assisted clients with correspondence from the Internal Revenue Service.

Honors & Memberships

Recipient of J.W. Walker Scholarship
Dean's List
Phi Theta Kappa National Honor Society
Treasurer, Lee College Business Club