

# FRANCES ACCOUNTING

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Carrollton, GA 30117  
(678) 839 – 4000

## **Education**

University of West Georgia Carrollton, Georgia  
**Master of Professional Accounting** April 2015  
Overall GPA: 3.8

**Bachelor's in Business Administration in Accounting** April 2013  
(AACSB – The Association to Advance Collegiate Schools of Business International)

## **Honors**

HOPE Scholarship Recipient 2011-2015  
Georgia Society of CPAs Academic Excellence Award 2015

## **Relevant Experience**

Georgia Department of Audits/Medicaid Division Atlanta, Georgia  
**Auditor** April 2015 to present

- Performed audits of companies that provide services to Medicaid recipients
- Determined provider compliance with program regulations
- Interviewed provider personnel
- Prepared audit reports explaining the findings in audits

Georgia Department of Audits/Medicaid Division Atlanta, Georgia  
**Internship/Student Auditor** Summer 2014

- Performed audits of companies that provide services to Medicaid recipients
- Determined provider compliance with program regulations
- Interviewed provider personnel
- Prepared audit reports explaining the findings in audits

Snelling Personnel Services Carrollton, Georgia  
**Temporary Employee** Summer 2013

- Performed basic bookkeeping duties for a local civic organization
- Maintained general and subsidiary ledgers and oversaw a budget of \$35,000

## **Skills**

- Accounting
- Logical problem solving ability
- Decision making skills
- Ability to synthesize mathematical data
- Understanding of business and GAAP
- Microsoft Office
- Quattro Pro
- Quicken Books
- Peachtree
- Sage

## **Activities**

Beta Alpha Psi 2011-present  
Accounting Association 2011-present

- Vice President, Education 2012-2013

Intramural Flag Football and Softball 2010-2011