

Tim Smith

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EDUCATION

- The University of Texas at Tyler - Tyler, TX** **July 2018**
Master of Accountancy
- GPA: 4.0
- The University of Texas at Tyler - Tyler, TX** **May 2017**
Bachelor of Business Administration in Accounting
- GPA: 3.48

EXPERIENCE

- Squyres, Johnson, Squyres CPA - Tyler, TX** **Spring 2017 - Present**
Tax Accounting Intern
- Accurately filed returns on complex individual tax portfolios for 94 clients across 6 states by actively researching tax topics including energy incentives for individuals and cost basis research for partnerships.
 - Partnered with administrative staff to implement and improve a more efficient scanning system which improved scanning speed and accuracy by 40%.
 - Provided support to the Payroll department by filing quarterly reports for 45 employees by using knowledge of QuickBooks Accounting Software.
- Citizens 1st Bank - Tyler, TX** **Fall 2016**
Credit Intern
- Managed a loan portfolio of over \$50,000,000 in commercial real estate loans.
 - Reorganized extensive filing system based on more meaningful criteria in order to increase efficiency.
 - Developed and implemented a financial statement tracking system and improved accessibility and search time by over 50%.
- Heartland Security Insurance Group - Tyler, TX** **Summer 2016**
Accounting Intern
- Reviewed all vouchers, check payments and receipts for internal auditing purpose.
 - Reconciled bank statements for 4 different insurance companies within the HSIG holding company.

ACTIVITIES

- Beta Alpha Psi, the University of Texas at Tyler - Tyler, TX** **2015 - Present**
Treasurer (2017 - 2018) Reporting Secretary (2016 - 2017)
- Worked diligently with executive team to achieve Superior status by developing and implementing an activity based networking environment and increasing membership involvement.
 - Initiated a tutoring program as well as a mentorship program to foster member retention and help build relationships within the chapter.
 - Volunteered with United Way of Smith County in a Back to School, Supply Drive.
 - Led a team at KPMG's National Day of Literacy in Orange County California. Translated for a 1st grade Spanish student who had yet to learn English.
 - Volunteered each semester with the East Texas Food Bank to help build food boxes with my chapter.
 - Translated from Spanish to English while working with P.A.T.H's Coats for Kids.
 - Completed simple tax returns for low income families while working with P.A.T.H's VITA program. Translated for families that did not speak English as a first language.

ADDITIONAL

Honors: Nan Shertzer Presidential Scholarship (2016 -2018), Sigma Alpha Psi (2016 - 2017), Best Practices (BAP 2017), IMA member (2016 - 2017), ETSCPA member (2016 - 2017), Marie Otte Fischer Memorial Scholarship (2016 -2017), Project Run With It (BAP 2016)

Technical Skills: Microsoft Office Word, Excel, PowerPoint, Access and Visio, Lacerte, and QuickBooks

Language Fluency: Conversational in Spanish

Work Eligibility: Authorized to work in the U.S. with no restrictions