**Abdi Cashman – Resume**

**14 14th St, Seattle, WA 98106, 206-767-2190, ac@gmail.com**

**Objective**

Gain staff level accounting position and contribute as a team player with the goal of working efficiently and furthering the objectives of the company.

**Skills**

* Advanced Excel Skills including PivotTables and VLOOKUP Function.
* Power BI Reporting Skills
* Newly gained CPA certification.
* Can do general ledger work, tax work and SEC reporting.

**Work Experience**

**Accounting Internship with Oakland Tax & Finance, Oakland, CA, 2016-2017**

* Performed general ledger work
* Completed State Income Tax Forms
* Assistant in preparing SEC Reports
* Used Excel & Power BI to create reports for executive staff
* Trained staff with Excel and Power BI

**Financial Aid Department, Laney College, Oakland, CA, 2014 – 2016**

* Financial aid reporting clerk
* Used Excel & PivotTables to create reports for financial aid staff
* Trained staff with Excel for reporting

**Bookkeeper, Samiches & Pizza, Oakland, CA 2007-2013**

**Completed Payroll**

* Completed state and federal income tax forms
* Audited cash flow
* Create internal financial reports

**Education**

* Bachelor’s Degree in Accounting. California State University, Hayward, CA, 1999 – 2001
* Accounting Certificate, Laney College, Oakland, CA 1997-1999
* Enrolled Agent Certificate, Merritt College, Oakland, CA, 2007

**Awards & Certificates**

* CPA Certification, 2017
* School of Business and Economics Award for Outstanding Academic Achievement, 2000-2001, California State University, Hayward, CA
* Enrolled Agent MVP 2008, Chartered California Accountants Association