

Current Address:

524 Locust Lane
State College, PA 16801

Andrew Silverman

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Permanent Address:

2 Camden Drive
Pittsburgh, PA 15215

OBJECTIVE

Upon graduation to obtain a job in the field of accounting

EDUCATION

The Pennsylvania State University
Smeal College of Business
Masters of Accounting
Minor in Legal Environment of Business

University Park Campus
Graduation: May 2013
GPA: 3.62/ 4.00

PROFESSIONAL EXPERIENCE**Vertical Solutions Inc.**

Consultant-Intern

Pittsburgh, PA

May 2010- Aug. 2010

- ∞ Member of a team implementing ERP systems
- ∞ Developed sales tactics by observing senior sales associates in the company
- ∞ Project Lead for the update of all technical documentation for companies clients

Camp Ramah in Canada

Life Guard/ Sailing Instructor

Toronto, Ontario

June 2009- Aug. 2009

- ∞ Taught children ages 9- 16 sailing skills including how to operate a boat and safety skills used while on the water
- ∞ Participated on a team of lifeguards in charge of a summer camp waterfront

My Cleaners Dry Cleaners

Manager

Pittsburgh, PA

Sept. 2004- June 2008

- ∞ Prepared the employee work schedule
- ∞ Provided customer service, processing of clothes and operations

LEADERSHIP**Sigma Phi Epsilon Fraternity**

VP Finance

State College, PA

Oct. 2010- present

- ∞ Created and managed a budget of approximately \$100,000. Worked with vendors, alumni, and our national organization to run the business of Sigma Phi Epsilon
- ∞ Lead a team of assistants in collecting and managing the budget

Rush Chair

Dec. 2008- Sept. 2009

- ∞ Recruited 30 new members during two rush periods by creating and planning events that allowed 83 brothers to introduce themselves to potential new members

Big Brothers Big Sisters of Pittsburgh

Volunteer

Pittsburgh, PA

Sept. 2006- June 2007

- ∞ Mentor to fourth grade students at Kerr Elementary School for the school year; supported my "little brother" with schoolwork and social skills

Honors/Awards:

Fox Chapel Area High School

- ∞ National Honor Society-Inducted in 2006 for academic achievements and commitment to the community

Penn State University

- ∞ Dean's List- Made dean's list for four out of five semesters

Skills:

- ∞ Microsoft Excel
- ∞ Microsoft Word
- ∞ Microsoft PowerPoint
- ∞ Microsoft Visio
- ∞ Microsoft SharePoint Server