



**LISA Z.**

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## PERSONAL PROFILE

Expected commerce university graduate and CPA candidate. Pro-active and results oriented with a financial educational background in accounting and financial management. Exceptional skills in organization and planning all aspects of accounting projects. Analyzes fiscal needs and goals, supports existing operations, develops business opportunities, grows client base through customer service strategies, envisions new concepts and performance enhancements, and follows through with direction and execution.

Key qualifications include:

- Problem Solving
  - Training and Development
  - Financial Analysis
  - Customer Services
  - Client Relationships
  - Quality and Risk Control
  - Interpersonal Skills
  - General Accounting
  - Analytical Skills
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## EDUCATION

**Rotman Commerce, Specialist in Accounting, Major in Economics – University of Toronto, June 2012**  
Courses in Financial Accounting, Auditing, Capital Market Theory, Investments, and Canadian Income Tax.

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## PROFESSIONAL EXPERIENCE

### CONTROLLER

*AIESEC / Ottawa, ON / January 2009 – Present*

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Perform as a volunteer preparing financial statements, analyzing reports, presenting analysis to board of advisors, and providing data entry services. Improved work efficiencies by amending and implementing financial policies.

Selected Accomplishments:

- **Improved quality of training and ability to prioritize jobs** by developing new member accounting education manual, resulting in a 50% increase in work efficiency.
  - **Increased usage efficiency of capital resources** by creating a budget tracking system for funds over \$30K.
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### RESEARCH ASSISTANT

*Hart House Investment Club / Ottawa, ON / September 2010 – March 2011*

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Analyzed a group of over 15 securities within the industrial goods sector as volunteer researcher. Developed reports with “buy” recommendations. Utilized fundamental analysis skills to identify investment opportunities.

Selected Accomplishments:

- **Recommended stock selected among top 10 holdings** by analyzing ratio’s and performance history.
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### SOCIAL EXECUTIVE

*CUO / Ottawa, ON / September 2008 – May 2009*

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Pioneered language exchange program as well as coordinated Chinese, Japanese, and English language exchange opportunities. Promoted 2 language learning sold out events utilizing poster, word of mouth, and direct marketing.