# SARAH GAFFE

Driven, highly successful accounting student and Beta Alpha Psi member obtaining an MBA in Corporate Finance with four years completed. Seeking an internship to gain professional experience, utilizing my educational background and existing skills while also fostering new ones.

# EDUCATION AND QUALIFICATIONS

### Bachelor of Science, Accounting

Boston College, Boston, MA

- Earned B.S. in Accounting
- Joined Beta Alpha Psi sorority
- Maintained a 3.98 GPA
- Accounting tutor for undergraduate students for two years

#### Master of Business Administration (MBA), Corporate Finance

University of Phoenix, Portland, ME

- Currently enrolled, working toward MBA degree
- Active in Beta Alpha Psi sorority and community
- Volunteered for local nonprofit as a student accountant with supervisory oversight
- Anticipated graduation date May 2024

## SKILLS

Data Entry	Skillful
Asset Management	Intermediate
Payroll Software	Intermediate
Financial Reporting	Skillful
<b>Business Administration</b>	Experienced
Accounts Receivable	Intermediate
QuickBooks	Experienced
Microsoft Suite	Experienced

## COURSES

Business Fundamentals	2018 - 2018
Boston College	
Bookkeeping Boston College	2018 - 2018
Tax Preparation - Beginner to Advanced	2019 - 2019
Boston College	

Sep 2018 - Jul 2022

Sep 2022 - May 2024