

CONTACT

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www.brittanygreen.com
801.510.9649

SKILLS

- + Accounting
 - _ Auditing
 - _ Payroll
 - _ Income tax (Personal)
- + Web programming
 - _ HTML and CSS
 - _ CMS (WordPress)
 - _ Web standards
- + Highly adaptable
- + Morale booster with quick wit and positive attitude

SOFTWARE

- + QuickBooks
- + Microsoft Office
 - _ Access
 - _ Excel
 - _ Word, PowerPoint
- + Adobe Creative Suite
 - _ Photoshop
 - _ Dreamweaver
 - _ Acrobat
 - _ InDesign
- + Social media for business
- + Windows, Mac OS

ABOUT ME

I've always loved mathematics. I love figuring out problems and finding out why something exists the way it does.

A last-minute decision to take a photography class a few years ago brought a second love to my life.

I have two seemingly opposite and incompatible passions, but I've managed to combine the two to form a unique perspective of our world.

I've now switched my focus to accounting and hope to bring my unique perspective to a new field.

[Brittany Green]

EDUCATION

Southern Utah University
May 2016 – December 2017
Accountancy BS (online).

- + Cost Acct. + Managerial Finance
- + Acct. Info Systems + Auditing
- + Income Tax Acct. + Business Law (Utah focus)

Salt Lake Community College
May 2015 – April 2016
Introductory courses in accounting and business

- + Acct. Info Systems + Governmental Acct.

University of Utah Graduate School
Attended August 2013 – May 2014
Coursework in New Media

University of Utah
August 2005 – December 2010
Mass Communication BS
Minor: Mathematics, Economics

RELATED WORK EXPERIENCE

ClearOne
March 2016 – September 2016
Accounting Intern
Work under finance staff of multinational communications company, completing various accounting-related tasks.

Dept. of Communication, Univ. of Utah
February 2014 – July 2014
Graduate Instructor
Teach COMM 3510 – Introduction to Web Design.
Development Assistant
Web design, advertisement design, communication with students and faculty in the department and other tasks as needed.

KSTU News – FOX 13 Utah
December 2010 – July 2013
Web Content Producer
Adapt broadcast stories for the web, work with reporters and other newsroom staff to get stories online. Keep up to date on social media for breaking news.

NASA Langley Research Center
June – August 2009, 2010
Part of the LARSS internship program
2009 – News Media Intern
2010 – SMAO Safety Campaign Intern