

# Mariah Hunter

---

594 Hutcheson Rd Cookeville, TN 38501

mehunter43@students.tntech.edu  
(931) 319-2508

**Objective:** Obtain an internship to apply my accounting skills and help build my experience.

## Education

---

**Tennessee Technological University**

*Aug 2013- Present*

Major: Accounting

Minor: Social Sciences

GPA: 3.15

Expected Graduation: Fall 2017

Planning to attend an MBA program to attain 150 credit hours

## Work Experience

---

**First Freedom Bank**

*Jun 2016- Present*

Customer Service Representative

*Cookeville, TN*

- Adhere to bank reconciliations and procedures
- Handle and record daily transactions that include deposits, withdrawals, loan payments, and money transfers
- Communicate financial information to customers that assist in influencing and planning customers' monetary decisions
- Maintain balance of teller drawer throughout the business day to ensure transactions are free of error

**TJ Maxx**

*Aug 2014- 2015*

Retail Sales Associate

*Cookeville, TN*

- Assisted customers with their shopping needs and worked with fellow colleagues to create an ideal shopping atmosphere
- Operated cash register during sales transactions, sales returns, and end-of-day recap of all sales receipts
- Sorted and organized store merchandise from delivery truck to store shelves in order to make products available for customers
- Trained new employees on store procedures to provide a confident working environment

## Volunteer Work

---

Tech Buddy

*2013-2014*

- Paired with international students in order to learn about different cultures and home life
- Aided international students with any questions or concerns

## Computer Skills

---

Excel, PowerPoint, Access, Microsoft Word, PC/Mac

## Organizations

---

Accounting Club, Alpha Lambda Delta Honor Society, Dean's List

## Relevant Courses

---

Intermediate Accounting I, Cost Accounting; Currently taking: Intermediate Accounting II, Auditing