

Education

Bachelor of Science in Business Administration

Major: Accounting
Oklahoma State University

Expected May 2027
GPA: 3.65

Accounting Experience

Intern

City of Stillwater, Oklahoma

May 2024 – Present
Stillwater, OK

- Analyze department spending for annual report and budget request.
- Reconcile expenses across a five person team using SAP Concur.
- Improve expense reporting process by approximately 15%.

Office Assistant

Dental Depot

August 2023 – May 2024
Stillwater, OK

- Implemented automated billing system for billing and accounting team.
- Managed appointment calendars for six technicians and three dentists, resolving conflicts where needed.
- Assisted around 50 clients daily, welcoming them to the office and communicating with relevant staff.

Additional Experience

Cashier

McDonald's

May 2022 – July 2023
Tulsa, OK

- Informed customers about updated service offerings, managing financial transactions.
- Collaborated with team members across four service areas, providing customers a seamless experience.
- Mediated customer complaints, remedying concerns with immediate low-cost solutions.

International Experience

Summer in London/Scotland, Center for Advanced Global Leadership and Engagement

May 2025

- Visited businesses across the UK, learning international business principles.
- Researched marketing trends in England and Scotland, highlighting key insights for US employers.
- Developed cultural awareness by engaging in company tours in Edinburgh and London.

Achievements

Dean's Honor Roll
Spears Scholar Leader Program

January 2024 – Present
August 2024 – Present

Leadership Experience

Treasurer, Financial Management Association

August 2024 – Present

Member, Beta Alpha Psi

August 2024 – Present

Ambassador, Spears School of Business

August 2023 – May 2024