

Noelle Anderson

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EDUCATION

University of Florida, Gainesville, Florida
Major in Accounting
Minor in Statistics
GPA 3.81/4.0

PROFESSIONAL PROFILE

Entry into accounting profession with ability to work closely with management. Apply problem-solving and communication skills to improve relationships between clients and the company.

EXPERIENCE

Film Crew Lead - AMC Movie Theatre Tyson's Corner 16 August 2007 – August 2009

- Supervised up to 13 film crew
- Handled up to \$10,000
- Assisted up to 300 guests daily with theatre policy concerns
- Updated daily operations using excel spreadsheets

Referee/Score Keeper – University of Florida August 2008 – Present

- Gained confidence in decision-making
- Used communication skills with fellow referees to maintain game order

Social Chair – Minority Business Society September 2008 – Present

- Organized a holiday social for members including food and decorations
- Collaborated with Florida Women in Business to host a bowling social
- Advertised for guest speakers through flyers and electronic publicizing
- Worked closely with Treasurer to create budgets for social activities

LEADERSHIP

Florida Leadership Academy August 2009 – Present

- Participate in workshops to improve communication skills
- Compete in business ethics case competition
- Participate in community service projects including Adopt-A-Road

Junior Achievement Volunteer November 2008

- Taught a business ethics class to Duvall Elementary 4th Graders

Captain – Intramural Flag Football team January 2009 – April 2009

- Organized team meetings
- Recruited players through persuasive attitude and initiative

National Society of Collegiate Scholars January 2009 – Present

- Volunteer for Boys and Girls Club