



VICTORIA WILSON

Graduate Trainee 📍 LOS ANGELES, CA 90291, UNITED STATES

○ DETAILS ○

1515 Pacific Ave, Los Angeles, CA
90291, United States
email@email.com

PLACE OF BIRTH
San Antonio

NATIONALITY
American

DRIVING LICENSE
Full

○ LINKS ○

[Instagram](#)

[Facebook](#)

[Twitter](#)

○ SKILLS ○

Financial Statements

Reconciliations

Journals

Sage Accounting

Slack

SAP

Financial Needs Analysis

Website Development

Word Press

Report Writing

👤 PROFILE

Out the box thinking Software Engineer with expertise in Java, T-SQL, and C#.Net and proven integration problem-solving tenure of 10 years. Skilled in developing systems architecture, writing requirement specifications, and user documentation training manuals. Holds a Masters Degree in Computer Science.

📁 EMPLOYMENT HISTORY

Graduate Trainee at Medtronic Insurance, Newark, NJ

May 2018 – Present

Update database of 5000 clients using MS Access and categorize data by client demographics.

- Providing advice on mortgages and related products such as investments, life insurance, critical illness cover, and pensions fund options
- Meeting with clients to do a financial needs analysis
- Researching and finding the best financial products for each client
- Contacting other professionals like estate agents, solicitors, and valuers.
- Administering all paperwork and regulatory documentation to comply with the Financial Services Authority (FSA)

Global Rotational Development Program Trainee at Thyme Bank, Louisville, KY

April 2017 – April 2018

Reduce data processing time by 30% after building a new cloud data infrastructure as part of the Graduate Trainee Project program.

- Complete an 18-month graduate trainee program at regional headquarters rotating through all main departments for three months at a time
- Application of marketing and finance skills within the banking industry
- Assist with the administration of client accounts
- Received consistently positive feedback and reviews from supervisors
- Receive hands-on training from customer relations manager at the bank
- Conduct bank reconciliations for different accounts
- Perform journal entries and payment adjustments
- Complete accounting software updates

🎓 EDUCATION

University of Ohio, Cincinnati, OH

June 2016 – April 2019

Degree: Bachelor's Degree in Financial Accounting

GPA: 3.8

Majors: Financial Accounting, Financial Management

Minors: Communications, Auditing, Economics

Accolades: Deans Honours List

○ HOBBIES ○

○ LANGUAGES ○

English

Portuguese

Udemy, Online

April 2015

Degree: Certificate in Microsoft Office

Ridgefield High School, Ridgefield, NJ

November 2014

Degree: High School Diploma

Leadership: Part of the Student Council Body, Captain of the Cheerleading Squad

Sports: Athletics (1st Team), Swimming (Regional Squad)

Achievements: State Championship Competitor in freestyle and backstroke events, Academic Honors (2012 / 2013 / 2014)

👤 INTERNSHIPS

Accounting Intern at Boston Legal, Chicago, IL

July 2014 – December 2014

Served a 6 month internship while completing a Bachelor's Degree in Financial Accounting.

- Responsible for draft reports and journals to be checked by the accountant
- Assist in compiling year-end financial accounts.
- Prepare financial documentation for the yearly auditor's visit
- Conduct tax administration duties during filing season
- Assisting in bank reconciliations
- Compile trial budgets for approval by the accountant

Web Developer at ITS Web Design Services, Dayton, OH

January 2014 – March 2014

Completed a 3 month internship.

- Maintaining and enhancing company software and servers.
- Repair and web components and websites for both new and existing clients
- Test site functionalities, complete debugging exercises and fix site errors
- Coding using front-end technologies, such as Java. Python and HTML.
- Ensure site usability, SEO, web standards (W3C) and browser compatibility.
- Working on back-end technologies for example such as C#.NET, VB.NET, ASP.NET, Classic ASP
- Conduct front-end design and site maintenance