

# Madison Walton

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## Objective

To successfully complete all four sections of the CPA exam by May 2020 while obtaining a Master's degree in Accounting at Kennesaw State University.

## Education

### Bachelor of Business Administration in Accounting

Kennesaw State University

GPA: 4.00

**Graduation Date:** May 2019

Kennesaw, GA

## Employment History

*Nichols, Cauley & Associates, LLC*

*Kennesaw, GA*

### Tax Intern

June 2019 – August 2019

- Assisted with information gathering and workpaper organization
- Worked on supporting Tax systems implementation and data management
- Assisted with performing tax research for US Federal tax and state taxes in jurisdictions where the company files tax returns
- Developed and managed good relationships with the associates of the company
- Prepared individual and business tax returns for multiple clients within the company

*Williams QB Advisory*

*Cartersville, GA*

### QuickBooks Associate

May 2017 – March 2019

- Created and maintained the accounting records using QuickBooks Online applications
- Reconciled different client's accounts as needed
- Assisted owner in running and customizing reports that provided business analysis and results
- Performed banking functions as required

*Aquafile*

*Cartersville, GA*

### Temporary Fill-in Accountant

June 2016 - July 2016

- Filled invoices and payments
- Matched the correct paperwork together
- Posted data entries
- Answered and directed phone calls to the appropriate destination
- Sorted and delivered mail to its intended location

*Georgia Highlands College*

*Cartersville, GA*

### Accounting Tutor/Student Worker

August 2015 - May 2017

- Provided one-on-one or group tutorial sessions in accounting and other related subjects
- Worked closely with faculty to understand the needs of students
- Performed clerical duties when not tutoring
- Assisted in Student Life Intramurals, Athletics, and other events
- Gave campus tours to prospective students

## Professional Accomplishments

**Etowah Scholarship Foundation Scholarship**

*May 2019*

**HLB Gross Collins Scholarship**

*April 2019*

**Howard Herman Service Award**

*March 2019*

**2019 FSA Student Award**

*March 2019*

**Beta Alpha Psi – Kennesaw State University**

*June 2018*

**Golden Key International Honors Society – Kennesaw State University**

*May 2018*

**QuickBooks Online Certification**

*May 2017*

**Certificate of Academic Excellence in Accounting**

*April 2017*

**Business Merit Award**

*April 2017*