

**ANTHONY J. DIXON**

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<b>OBJECTIVE</b>	Seeking a position as a tax accountant.	
<b>EDUCATION</b>	<u>MARQUETTE UNIVERSITY</u> , Milwaukee, WI <b>Bachelor of Science Degree in Business Administration</b> , May 20xx Major: <b>Accounting</b> G.P.A. 3.2/4.0	
<b>RELATED COURSEWORK</b>	Corporate Tax Tax Research Seminar International Taxation	Business Law Business Ethics Accounting Information Systems
<b>RELATED EXPERIENCE</b>	<u>DELOITTE &amp; TOUCHE LLP</u> , Milwaukee, WI <b>Tax Intern</b> • Prepared individual income tax returns. • Prepared compilation financial statements and related bookkeeping. • Participated in several field audits. • Assisted on an Earnings & Profit/Tax Basis study.	
05/xx – 08/xx <i>Summers</i>	<u>CITY COMPTROLLER'S OFFICE</u> , Milwaukee, WI <b>Auditing Assistant</b> • Assisted with field audits and developed pre-audit samples for on-site comparisons. • Approved and allotted cash disbursements for grant organizations and processed respective cost reports. • Worked on a team to ensure government regulations compliance, reported and discussed findings with management.	
<b>OTHER EXPERIENCE</b>	06/xx – 08/XX <u>JC PENNY</u> , Brookfield, WI <b>Sales Clerk</b> • Provided customer service to clientele. • Maintained inventory and stock shelves.	
<b>COMPUTER SKILLS</b>	Microsoft Word, Power Point	
<b>HONORS/ ACTIVITIES</b>	Dean's List (2 semesters) Marquette Scholarship (4 years) Recording Secretary Beta Alpha Psi Midnight Run Volunteer	