**Irene R. Spencer**

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**EDUCATION**

**University of New Hampshire**, Durham, NH

***Peter T. Paul College of Business & Economics***

Master of Science in Accounting Expected May 2021

Bachelor of Science in Business Administration, Accounting & Finance options May 2020

GPA 3.5, Dean’s List, Paul Honors Program

**Bloomberg Market Concepts**, *Certification*  October 2018

## EXPERIENCE

**Ernst & Young**, Boston, MA June 2019 – August 2019; July 2020

*Accounting Intern - Assurance*

* Received exposure to tax accounting responsibilities including federal tax preparation for corporate clients and worked collaboratively with staff accountants and fellow interns
* Assisted with generation of fiscal audit reports for a municipal client including the creation of supporting appendices and tables
* Produced weekly reports on client project status behalf for senior officers in the firm

**Prescott Park Arts Festival**, Portsmouth, NH June 2018 – August 2018

*Accounting Clerk Intern*

* Handled accounts payable process including invoice processing, account reconciliation, and postings to general ledger
* Performed weekly check runs requested by the general manager in a timely manner
* Prepared deposits and corresponding cash receipts as well as forecasted revenues

**University of New Hampshire,** Durham, NH September 2017- May 2018

*Dining Hall Staff*

* Worked as server and cashier in the central campus dining hall
* Managed opening and closing operations for dining hall during the winter recess
* Trained new employees on the procedures and protocols expected to follow

**CAMPUS ACTIVITIES & VOLUNTEERISM**

**Accounting Students Association**, *Member*  February 2018 – May 2020

**Walk for Cure***, Event Volunteer* April 2017 – April 2020

**Chi Omega Sorority**, *Treasurer and Member*  September 2016 – May 2020

**Intramural Athletics**, *Broomball Player* November 2016 – February 2017

**INTERESTS**

Gardening, Cooking & Baking, Running, and Interior Design