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SUMMARY

Ms. Chen graduated from Oregon State University with her Bachelor of Science in Business Finance. She is a bilingual first-generation college graduate who is passionate about Finance and continues to learn and explore all its sectors.

WORK HISTORY

2022 – Present

Accountant—Project Accountant, Clevor Consulting Group

Ms. Chen joined Clevor Consulting Group in February 2022 as a Project Accountant. She is responsible for the monthly invoicing on assigned projects, project hour log and verification, month end closing, monitoring, and creating project budget reports, and overseeing payroll.

Feb 2022 – June 2022

Associate Client Finance Analyst, Wieden + Kennedy

At Wieden + Kennedy, Ms. Chen was part of the finance department. She managed vendors, processed invoices using Netsuite, reconciled costs on production jobs, and sent out vendor payment remittance.

2019 – 2022

English Tutor/Lab Assistant, INTO OSU

Ms. Chen began tutoring English at OSU in 2019. She provided walk-in and appointment tutoring support for college students in various studies, inclusive of Business, Finance, Accounting, Economics and English. She managed appointments, offered suggestions for inquiries and facilitated lending resources to students and professors through a variety of software programs such as Setmore and Librarika.

EDUCATION

2022

Bachelor of Science in Finance, Oregon State University

Ms. Chen graduated from Oregon State University with Magna Cum Laude distinction. Study concentrations included Financial Risk Management, Commercial banking, Managing Individual and Team Performance, Advanced Financial Management, Personal Finance, investments, Financial Institutions and Financial Accounting.

ACHIEVEMENTS

2018 – 2022

Honor Roll

2019 – 2022

The Findley Academic Excellence Scholarship

2018 – 2019

Honors Laurels Scholarship

Trilingual – English, Cantonese (Native), Spanish