

## XUENI HE

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Mailing Address: 2700 W PENSACOLA ST. APT 613  
TALLAHASSEE, FL

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### EDUCATION

#### FLORIDA STATE UNIVERSITY, FL

Start at 2017 Fall

- **Major: Auditing** in Master Degree of Accounting (MACC Program)
- **GPA:** 3.60

#### SOUTHWEST UNIVERSITY OF FINANCE AND ECONOMICS, CHINA

Sept. 2010- June 2014

- **Major:** Accounting
- **GPA:** 3.60
- **Degree:** Bachelor of Accounting
- **Related Courses:** Introduction to Accounting (Bilingual), Intermediate Accounting I II (Bilingual), Financial Procedures Practical Training, Financial Markets and Institutions (Bilingual), Statistics, Analysis on Listed Company's Financial Statement, Database Application, Cost Management Accounting
- **Award and Certificate**
- Second Scholarship of University 2011-2012
- Third Scholarship of University 2011-2012
- Accountant Certificate 2013
- Intermediate Certificate of Computerized Accounting 2012

### WORK EXPERIENCE

#### Cost Accountant

August 2014 - March 2016

#### Financial Accountant

CHINA NATIONAL ERZHONG GROUP CO. (The Group is directly managed by China Central Government and one national important manufacture base of new energy equipment. 0838-2341613)

- Responsible for cost management, tax declaration and part of financial statement
- Participated in the improvement of company's ERP system
- Got familiar with the production process to better manage the cost

### INTERNSHIP & VOLUNTEER EXPERIENCE

#### Intern Accountant, Xinrui Co. Ltd.

Deyang City, CHN

Summer break, 2012

- Collect and sorting the financial source document
- Assist with tax declaration

#### Lobby Manager & Financial Counselor, Ping'an Bank Chengdu Branch

Chengdu, CHN

Nov.2013- Dec. 2013

- Basic consulting and effectively manage the scattered clients to enhance the counter's working efficiency
- Providing clients financial suggestions and answered their questions about financial management
- Promoted visa and succeeded in checking in 30 deals
- Responsible for organizing the final material and assisted in dealing with mortgage business

#### Tax Volunteer, SaveFirst

Tallahassee, Florida

Late Jan. through early March

- Provide free tax preparation for low-income, working families
- Assist families with high-quality tax preparation at community-based sites across the state

#### Intern, The Vail Corporation

Breckenridge, Colorado

June 2013 - Oct. 2013

- Learned the knowledge of hospitality management, including reception, how to manage the routine work of house cleaning and how to effectively enhance guests' satisfactio.

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- Got familiar with the local culture, greatly improved my English competence, and enhanced my interpersonal and communication skills

## SKILLS AND INTEREST

### Interest

- Painting;
- Piano;
- Playing Badminton;
- Swimming

### Skills

- Fluent in English and Chinese
- Proficient with Microsoft Word, Excel, PowerPoint, and Access