

CAITLYN WITT

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EDUCATION

MAY 2019

M.S. IN FINANCE, FLORIDA STATE UNIVERSITY

Currently in progress. MSF Class Treasurer.

MAY 2018

B.S. IN FINANCE AND RISK MANAGEMENT AND INSURANCE, FLORIDA STATE UNIVERSITY

3.69 GPA. Bright Future's Scholarship recipient. Dual major.

EXPERIENCE

MARCH 2017 – PRESENT

INTERN/STAFF ASSISTANT, FLORIDA POLICE BENEVOLENT ASSOCIATION

- Classification and processing of expenditure reports
- Data entry of account payables and membership information
- Backup assistance as needed in daily operations

MAY 2015 – AUGUST 2015

YOUTH CLUB LEADER, LAKE CITY GIRLS CLUB

- Supervision of girls age 6-13
- Handling and processing of funds paid for activities

AUGUST 2018 – MAY 2019

PORTFOLIO ANALYST, FLORIDA STATE UNIVERSITY

- Student investment Fund

JANUARY 2019 – MAY 2019

GRADUATE ASSISTANT, FLORIDA STATE UNIVERSITY

- Graduate Assistantship for Spring 2019

SKILLS

- Microsoft Office Suite – Word, Powerpoint, Excel
- Sage50 Accounting
- Bloomberg Certification

