



SDSU Student Accounting Society

Meeting Minutes: [KPMG] [Resume Workshop]

February 22, 2021

Presenters: Allison Newman(Campus recruiter), Adam Shubin(SDSU alumni), Amanda Groff(Audit senior manager), Arianna Moscow(Experienced audit hire), Camile Ewers(Tax Associate), Nura Galand(First-year tax associate, SDSU alumni), Sarah Kramer(Second-year audit manager), Gisel Chaver-vega(advisory associate), Stefany Montano(audit associate)

Presentation:

- Allison Newsman: Started in NY audit departed and transferred to San Diego and has been here for eight years
- Application time is here and very important, these resumes are very important, especially in the virtual setting because a lot of the time this is all we have to get to know you.
- Resume purpose
 - Provides short accounts of you: education, career, qualification
 - Communicates to the employer your: interests
 - Know yourself: what sets you apart?
 - We see a lot of resumes that are similar, you want to go through and find something that will stick out, in school, extracurricular
 - Know what the firms want: quick learner that takes initiative, effective communicator, flexible and adaptable, leadership abilities; but don't use short phrases, explain how these skills will be used
- What's wrong with this resume?
 - Keep it professional, don't use creative font, ensure you supply contact information, GPA is missing, spell check, expected graduation date, ensure most recent work experience is at the top, descriptions need to be clear and concise
 - Objective: should contain the position you are applying for, and location, make sure you are updating it. However, it is not necessary
- Resume structure:
 - Contact information
 - Objective*
 - Education with CPA eligibility

- Experience
 - Extracurricular activities*
 - Awards*
 - Skills/interest*
 - *If relevant
- Contact information
 - Your name should be the MOST prominent feature on the resume
 - Where to place your name?
 - Center or top left
 - Consider using ALL CAPS or bold large font
 - Other key information to include:
 - school/local address
 - Permanent address(optional)
 - Phone number(cell number usually best)
 - e-mail(make sure address is one you constantly check and is simple)
 - Objective:
 - Simple and concise,
 - ex. Seeking to acquire an internship, at the San Diego location, for an audit position.
 - Education
 - Name of the school and location
 - Degree anticipated
 - Major/minor/anticipated graduation date with 150 unites
 - cumulative GPA, major GPA
 - (perhaps you don't know when/how you are going to get those CPA eligible e units, make your best-educated guess or ask and plan with your counselor)
 - Experience
 - Begin with most recent experience and work backward
 - Focus on accomplishments and tasks performed remember purpose of section
 - Allows employer to identify transferable skill sets
 - Qualify whenever possible
 - Organize section by listing
 - Employer
 - City/state of employer
 - Title
 - Dates of employment (month/year-month/year)(make sure if you are only working summers, then ensure you state that so there is no confusion

Use action verbs

- Activities/honors and awards/leadership
 - List student organizations
 - leadership experience/positions
 - List deans list or equivalent
 - List honors programs
 - List volunteer experience
 - List only what you can talk about
 - DON'T over embellish
 - (If you say you speak Spanish, ensure you actually do because you may be tested)

- Final Resume Tips
 - Correct spelling and use proper grammar
 - Keep your resume to ONE page
 - Make it easy to read and understand
 - Use clear and concise phrases
 - Keeping a traditional structure can be helpful for the recruiters who go through many resumes

- Spring 2021 Recruitment Timeline:
 - Jan. 25th, 2021
 - KPMG national application opens on KPMGcampus.com
 - March 1, 2021
 - The deadline to submit the KPMG application
 - March 12, 2021
 - Candidates are notified about their next steps from the office recruiting manager of the position they are being considered for
 - March 22-April 2, 2021
 - Candidates will be interviewed by office/practice
 - After April 2, 2021
 - Students will hear about their KPMG offer status approximately 2 weeks after their interview

Questions:

- If I am a master's student do I still need to include my undergrad GPA?
 - If it is the most recent GPA you have then yes, but if you are a second-semester master student, then include your first semester GPA
- High school experience?
 - If it is relevant and life changing, but perhaps not team captain of a sport, or leadership position in clubs.

- How similar would you say the work you were assigned during your internship is to the work you have now as a full time?
 - Believed the work they give you during the internship is fairly equivalent to the current work assigned.
- How do you recall the first weeks of being on the job?
 - Asking questions, always being encouraged to ask questions, and learning that it is completely okay to do so because you'd rather find the answer now, opposed to later
- KPMG benefits?
 - \$5,000 bonus if you pass the CPA in the first go, \$20 credit for food during busy season, can be used per day or itemized and used for groceries for the week, CPA reimbursement