Gina Schodrowski
[redacted]

Professional Objective and Profile

Self-motivated, dependable professional with accounting and practical business experience. Accomplished public speaker with strong credentials in seminar development and not-for-profit topic presentation. Past member of the American Cancer Society Speakers' Bureau. Highly enthusiastic and personable with a determined approach toward problem solving. Desire to utilize business, people and presentation skills in helping an organization achieve firm goals.

Accounting/Business Experience

Marketing Support Representative-Tax/Accounting Software Consultant
CCH, Incorporated, Columbus, Ohio – 1999 (promoted to this position in April 1999)

Project development and responsibilities: Prepared and presented information to accountants regarding the use of tax and accounting software packages ProSystemfx and AuditVision. These presentations included sales demonstrations, new user seminars/training and on-going product training and support for a current client base. Other duties included detailed research of competitive data, product knowledge/sales support for sales representatives on sales calls and the software renewal of current clients during the summer (this was partly a sales function).

Individual Tax Support Consultant
CCH, Incorporated, Wichita, Kansas – 1998 to 1999

Project development and responsibilities: Worked on an individual tax help desk answering questions about ProSystemfx Individual Tax Preparation program and Accuplanner tax projection software. Helped tax preparers input data correctly and worked as a troubleshooter for program problems. The research component included current year data for proper federal tax return preparation and tax return preparation in various states. Worked while completing a Master of Business Administration degree.

Tax Accounting Intern

J. Wayne Lester, CPA, Woodstock, Georgia - 1998

Project development and responsibilities: Prepared individual tax returns for a variety of clients that included small business owners and high net worth individuals. Worked on a litigation support project that involved transactions and spreadsheet composition in Excel. Worked while earning a Master of Business Administration degree.

Tax Return Organizer

Gross Collins + Cress, Atlanta, Georgia – Tax season 1997

Project development and responsibilities: Organized individual tax return data prior to accountants preparing the returns. Worked while earning a Master of Business Administration degree.

Other Professional Experience

Various Companies

Positions include:

- Individual tax return preparer (Ohio)
- Payroll preparation and light bookkeeping (Ohio)
- Construction company administrative assistant (duties included light bookkeeping)
- Developed marketing plans with biotechnology stocks and other investments for high net worth investors
- Moderated an investment club of physicians at an Atlanta, Georgia, hospital
- Various sales positions including medical supply sales, investment consulting and office equipment sales providing saleability to companies (1986 to 1994)

Education

Master of Business Administration, Concentration: Accounting
KENNESAW STATE UNIVERSITY, Kennesaw, Georgia, 1998

Bachelor of Science, Concentration: Management
UNIVERSITY OF CENTRAL FLORIDA, Orlando, Florida, 1986

Bachelor of Science, Concentration: Economics

UNIVERSITY OF CENTRAL FLORIDA, Orlando, Florida, 1985