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Ambitious finance graduate with a focused background in auditing and financial compliance. Adept at conducting detailed financial audits and providing insightful analysis, supported by a two-week work placement in a financial services firm. Committed to advancing in the field of auditing, with a keen interest in achieving ACA qualification and contributing to financial accuracy and integrity.

## Work Experience

JUL 'XX

**Finance Work Placement** | Smith & Co. Financial Services, Loughborough

- Prepared 5 audit files and conducted audit tests under senior supervision
- Supported 14-member team in examining financial records to ensure accuracy and compliance
- Engaged in 3 meetings to understand the audit process and client needs

SEPT 'XX- PRESENT

**Volunteer Treasurer** | Loughborough Youth Football Club, Loughborough

- Manage £300 per month in financial transactions and bookkeeping for the club
- Prepare fortnightly financial reports for committee review
- Ensure timely and accurate accounting of membership fees and expenditures

## Education

20XX-20XX

**University of Warwick, Coventry**

BSc (Hons) Finance

Upper second-class honours

Focus: Auditing, Financial Reporting, Compliance

## Key Skills

Adaptability

Proactivity

Financial auditing

Compliance

Excel proficiency

Financial analysis

Teamwork

## Hobbies & Interests

Reading finance literature

Digital photography

Volunteering

## Dear Reader,

Our goal at CV Genius is to provide you with the resources you need to get the job you want, and having a professional-looking CV is an essential part of that mission.

That's why each one of our CV templates is carefully created to make your application look polished and easy to read. Additionally, our templates are designed to help your CV get past the Applicant Tracking System software that many large employers use to scan through applicants.

However, writing an impressive CV isn't only about the template you use. Make sure your CV also highlights your qualifications, skills, and experience by using our free resources and reading our articles written by certified career coaches:

- [How to write a CV](#)
- [CV layout](#)
- [CV examples by industry](#)
- [CV maker](#)

After you've finished writing your CV, download a matching [cover letter template](#) and write a cover letter tailored to the position you're applying for to give your job application an extra boost.

Here are some of our most helpful [cover letter resources](#) to help you accomplish that:

- [Cover letter builder](#)
- [Cover letter examples](#)
- [How to write a cover letter](#)
- [Cover letter format](#)

Best regards,

*The CV Genius Team*