

Tyler Kissinger

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Education

Brigham Young University-Idaho (BYU-Idaho)

Bachelor of Science in Accounting – Minor in Finance

Aug 2019
Rexburg, ID

- GPA: 3.95
- Area of Interest: Audit
- Student Accounting Society Vice President | Sep 2018 – Dec 2018

Work Experience

BYU-Idaho | Business & Comm Society Career Preparation

Career Services Peer Mentor

Jan 2019 – Present
Provo, UT

- Conducted one-on-one résumé, cover letter, and job interview improvement feedback sessions with up to 15 students per week
- Prioritized and tailored content to ensure unique student needs were appropriately addressed

Hilton Garden Inn

Front Desk Clerk

Seasonally Apr 2017 – Dec 2018
Idaho Falls, ID

- Awarded 'Best Overall Experience' customer rating, above 80 other Hilton properties, for exceeding guest standards and expectations
- Created 50 reservations per week using complex computer software
- Organized daily room financial reports consisting of current and prior-year sales figures

Mansperger Patterson & McMullin, CPA's

Tax/Audit Intern

Seasonally Jan 2016 – Apr 2017
Tempe, AZ

- Mastered ProSystem fx Tax and Engagement, while preparing 400+ individual tax returns and 12 partnership tax returns
- Completed audit procedures for cash and accounts payable for 3 large companies with overall cash flows exceeding \$20,000,000
- Gained proficiency in Microsoft Excel through preparing and analyzing 8 financial spreadsheets
- Increased efficiency by organizing and scanning 700+ documents into electronic folders

Glenwood Development Company

Leasing/Advertising Assistant

Seasonally Aug 2014 – Apr 2016
Remote & Mesa, AZ

- Collaborated in tenant leasing for 12 retail centers, through on-site advertising and e-mail correspondence with over 50 real estate brokers
- Utilized Adobe Acrobat software to provide consistently updated information on company website
- Enhanced professional communication skills while educating local business owners and tenant representatives about company's listed properties

Volunteer Experience

The Church of Jesus Christ of Latter-day Saints

Full-time Missionary

Jul 2012 – Jul 2014
Dallas, TX

- Trained and oversaw volunteer work of 175 other representatives, during a 3-month time period, through one-on-one interviews
- Enhanced public speaking skills while conducting and speaking at regional training conferences