



ALEXA DEMBROSKI

 alexadembroski@gmail.com

 (218) 590-8886

EDUCATION

Michigan Technological University
Houghton, MI

Bachelor of Science: Accounting with
Data Analytics, Minor in Spanish |
Expected 04/24

Master of Science: Accounting |
Expected 12/24

Cumulative GPA: 4.00

SKILLS

- Microsoft Excel 2019 Expert certified
- Professional working proficiency in Spanish

AWARDS

- Dean's Advisory Council Strategic Initiative Fund Grant- Michigan Technological University
- Overall International Finalist in Financial Accounting - DECA
- 1st Place in Financial Accounting - MI State DECA
- Dean's List 4.00, Fall 2021
- Dean's List 4.00, Spring 2022
- Dean's List 4.00, Summer 2022

PROFESSIONAL SUMMARY

Dedicated Accounting Intern willing to work hard while utilizing outstanding interpersonal and decision-making skills.

PROFESSIONAL EXPERIENCE

Guadalajara Mexican Restaurant - Server
Superior, WI • 04/2022 - Current

- Answered customers' questions, recommended items and recorded order information in both English and Spanish.
- Worked with POS system to place orders, managed bills and handled complimentary items.
- Kept register accurate through correct billing, payment processing and cash management practices.

Michigan Technological University - Undergraduate Research Assistant
Houghton, MI • 03/2022 - 09/2022

- Worked with principal investigator to coordinate quantitative research into economics.
- Developed software applications for statistical modeling and analysis to understand data and drive accurate insight.
- Prepared literature for reports, presentations, and submissions to peer-review journals.

Proactive Accounting Solutions - Intern
Hancock, MI • 01/2022 - 04/2022

- Sorted and organized files, spreadsheets, and reports.
- Interacted with customers by phone, email, or in-person to provide information.
- Completed research, compiled data, updated spreadsheets and produced timely reports.

EXTRACIRRICULAR ACTIVITIES

Accounting Club - President

- Organized and directed club meetings and events.
- Developed a Microsoft Excel 2019 Expert Certification program available to all club members.

DECA

- Practiced real-world applications of business concepts.
- Developed professional communication skills in a fast-paced environment.