

Jack Stavish

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(267) 515-3015

EDUCATION

The University of Scranton, Kania School of Management

Bachelor of Science in Accounting

Scranton, PA

Anticipated Graduation May 2026

- Anticipated 150 Credits by December 2026
- Scholarship: Loyola Scholarship

PRACTICAL EXPERIENCE

Forvis Mazars

Tax Intern

Charleston, SC

May 2025-July 2025

- Assisted in preparing federal and state tax returns for individuals and businesses using CaseWare, SurePrep, and GoSystems.
- Collaborated with tax associates and other employees to assist in the preparation of tax returns.
- Gained working knowledge of tax returns as well as IRS guidelines and internal firm procedures.

Matt's Fish Camp- SoDel Concepts

Server

Fenwick Island, DE

May 2024-August 2024

- Developed problem-solving and communication skills while serving up to 100 patrons daily
- Studied menu items to improve on upselling products, resulting in a higher daily sales average
- Memorized over 35 menu items and rotating specials to give tailored recommendations to guests
- Created an inventory of supplies by organizing items and keeping track of counts to aid with future orders.

MMQ Inc.

Tax Intern

Scranton, PA

January 2024-April 2024

- Assisted in preparing and filing tax returns for individuals and businesses, gaining hands-on experience with various tax forms and regulations.
- Utilized tax software and tools to assist in the preparation of tax documents, ensuring compliance with federal and state regulations.
- Conducted tax-related research, staying informed about changes in tax laws.

LEADERSHIP EXPERIENCE

The University of Scranton

Soccer Manager

Scranton, PA

August 2023-Present

- Help with practices by setting up drills and gathering soccer balls from around the field.
- Assemble drills and carry belongings on game days to assist with the team.

VOLUNTEER EXPERIENCE

RJ Associates

Tax Assembly

Scranton, PA

January 2021-Present

- Assemble tax returns to help expedite the process of filing.
- Ensure returns are ready so that if action is needed, it is made easy for the client.

Community Service Corp

Volunteer

Springfield, PA

September 2018-September 2023

- Assembled care packages and food for homeless members of the community during the winter.
- Played games and socialized with adults with developmental disabilities.

OTHER INFORMATION

Skills:

Word, Excel, PowerPoint, Power BI, CaseWare, CCH ProSystem, SurePrep

Interests:

Fishing, Cars, Model Trains