

# Suchi Sheth

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## EDUCATION

**Central Connecticut State University, New Britain, CT**

- *Bachelor of Science in Accounting*
- Accounting Society
- South Asian Students Association

**August 2018 - Present**

GPA: Overall: 3.59

GPA: Major: 4.00

**Southington High School, Southington, CT**

- Received Award in Business and English as Second Language
- FBLA Club
- DECA Club

**Graduated June 2018**

## EXPERIENCE

**Lake Compounce, Bristol, CT**

*Food & Beverage Service Lead*

- Responsible for daily operation of Food Restaurant
- Trained and supervised 15 employees during their shift
- Responsible for thousands of dollars in revenue daily
- Maintained restaurant safety, cleanliness of restaurant and upheld all standards related to the designated food code

**May 2016 – Present**

**May 2017 – Present**

*Food & Beverage Service Team Member*

- Responsible for preparing all food necessary for operation in accordance with food code
- Trained in cash handing procedures
- Maintained cleanliness of restaurant work areas and safety for all guests

**May 2016 – Oct 2016**

**Marc S. Pelletier, PC, CPA**

*CPA's Intern*

- Organizing Files
- Collating Files
- Calling Clients for their Tax Returns

**Jan 2017 – April 2017**

## SKILLS & QUALIFICATIONS

- Fluent in Hindi and Gujarati
- Strong Spreadsheet skills (Excel)
- Working Knowledge of Microsoft Office (Excel, Word, PowerPoint)