

# Josie Mountaineer

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## Education

### West Virginia University, Morgantown, WV

Bachelor of Science in Business Administration

Majors: Accounting and Management Information Systems GPA: 3.77/4.00

Accreditation: AACSB International

Expected: May XXXX

## Professional Experience

### Risk Assurance Intern | PricewaterhouseCoopers, LLP | Washington, DC

May XXXX–August XXXX

- Helped build and fortify internal and IT risk controls
- Assisted leadership in developing and strengthening risk and compliance programs, including improving capabilities of the Internal Audit function
- Co-evaluated ‘Governance, Risk and Compliance Program’ Effectiveness

### National Elevate Leadership Program | PricewaterhouseCoopers, LLP | Houston, TX

June XXXX

- Selected to attend a three day leadership program along with 500 students across the United States
- Participated in team building exercises

## Work Experience

### Student Technician | WVU Business and Economics IT department | Morgantown, WV

July XXXX–Present

- Install software and troubleshooting technical issues with PC's, printers, etc.
- Provide technical assistance for 1,800 students, faculty, and staff
- Advise faculty and staff on proper procedures for software applications
- Maintain remote connection between Morgantown and Charleston for EMBA night courses

### Banquet Server | Waterfront Place Hotel | Morgantown, WV

May XXXX–Present

- Collaborate with teammates to prepare event venues for weddings and professional events with more than 500 guests
- Set up event venues in accordance with clientele standards and preferences
- Attend to customer needs with efficiency and courtesy
- Serve as a leader to trainees by demonstrating appropriate protocol and procedures

## Leadership

### Alpha Kappa Psi, Co-ed Professional Business Fraternity

September XXXX–Present

Secretary

Fall XXXX, Spring XXXX

- Develop principled business leaders by providing professional workshops and events
- Participate in regional leadership conferences and different professional activities

### Management Information Systems Association, WVU Student Chapter

August XXXX–Present

Member

- Introduce students to a wide variety of MIS companies
- Enhance networking among students and MIS faculty

### Beta Alpha Psi, National Scholastic and Professional Organization

August XXXX–Present

Vice President of Professional Activities

Fall XXXX, Spring XXXX

- Encourage professional excellence and provides one-on-one experience with recruiters
- Participate in community service projects and professional development activities

## Honors and Awards

- Student Representative for AACSB re-accreditation event
- West Virginia University Shenandoah Scholarship
- West Virginia Promise Scholarship
- President's List
- Dean's List
- Computer Science 101 Proctor