

## Housna Kadrie

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### EDUCATION

C. T. Bauer College of Business, University of Houston, Houston, Texas

**Master of Science in Accountancy**

**May 2022**

**Professional Program of Accounting**

**Bachelor of Business Administration in Accounting, Cumulative GPA: 3.6**

**May 2021**

### EXPERIENCE

#### PwC

**Global Mobility Services Tax Intern**

**Spring 2021**

- Worked directly with a variety of national and international corporate clients and provide tax consultation services and guidance.
- Prepared personal income tax returns for expatriates working multi-national corporations.
- Answered tax notices by communicating with state taxing agencies, gathering documentation of tax defense.
- Joined meetings with assignees to advise and discuss tax implications and plans for actions.

#### Tutorfly

**June 2020 – Present**

#### Tutor

- Collaborated with students virtually from all over the nation to provide private tutoring for accounting and tax courses.
- Enhanced student learning by optimizing a wide range of instructional and innovative approaches.

#### ATM. Depot. Inc.

**September 2018 – August 2020**

#### ATM Account Manager

- Managed ATM Depot. Inc. account for the Houston area and cash supply for the account.
- Performed accounting reconciliation for all company accounts in Houston.
- Performed business processes, internal control risk management, IT controls, cash management.
- Applies problem-solving and critical thinking skills to identify internal control deficiencies quickly, evaluate risk implications, and draw appropriate solutions to advise our clients.
- Increased annual gross revenue to \$1.5 million/15K in transactions in 2020, up from \$100K/2K respectively in 2018. Administer up to \$150K in cash deposits every month.

#### Fort Bend ISD, Fort Bend, Texas

#### AVID Tutor

**August 2018 – May 2020**

- Manage up to 30 students per class while maintaining accuracy and efficiency in the classroom.
- Plan and deploy curriculum lessons for 55-minute classes.
- Collaborate with a team of 20 tutors and conduct an in-depth assessment of the students' learning outcomes, as well as plan to target the most challenging subjects for the students.
- Facilitate communication between the tutoring group and student seeking help.

### HONORS AND AWARDS:

Received PwC Excellence Fund Scholarship 2021

Dean's List: 2018-2021

Graduated cum laude

### ACTIVITIES

ARS, Sales Associate, Summer of 2019

Masjid Al-Sabireen, Volunteer, 2016- Present

### SKILLS

Fluent in Arabic

Microsoft Excel (pivot tables, lookup functions, logical functions, data validation), Access, Word, PowerPoint. Blackboard, Zoom, WebEx, Pages, Google Docs/Drive, Geogebra Software.