



NICHOLAS CARONNA

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OBJECTIVE

Pursuing a career in Accounting or Finance.

ACCREDITATIONS

Bachelors' degree in finance, with minor in accounting.

Currently taking courses toward CPA eligibility.

EDUCATION

Brother Martin High School, Class of 2013.

University of New Orleans, fall 2013 – fall 2019.

EXPERIENCE

❖ Jefferson Financial Federal Credit Union

Systems Analyst Intern | June 2019 – Present.

- Provides support to Core management staff with new software testing & implementation, and special projects.
- Assistance to credit union employees with technology troubleshooting.
- Formatting, coding, generation, filing of member reports & PDF form creation with Adobe Acrobat Pro DC.
- Documentation creation for new software or applications to be used by employees.
- Maintenance of employee intranet site.
- Systems: Episys, OpCon, Symitar, Synergy, to name a few.
- Database manipulation with PowerOn, the proprietary coding language to the system, like SQL.

❖ Lousteau, Cecola, & Boudreaux, A.M.C.

File Clerk | February 2014 – August 2019.

- Responsible for filing patient charts, as well as creation of charts for new patients.
- Record creation and management on computer system.
- Pulling charts for next day(s) clinic.
- Purging of old charts at year end.
- Vitera Medical Manager experience.

SKILLS

- General familiarity with GAAP and finance concepts.
- Microsoft Office: Excel, Word, PowerPoint, OneNote, Outlook, etc.
- Intermediate-Advanced Computer Skills
- Operating Systems: Windows, Macintosh, iOS & Android
- Data Entry
- Report Generation/Formatting
- PDF Creation with Adobe DC Pro
- Currently self-learning SQL & Microsoft Access.

CLUBS & EXTRACURRICULARS

- Finance & Economics Association, fall 2018.

REFERENCES

- Robert Valle, Core Systems Manager at Jefferson Financial.
 - (504) 348-2424
- Patty Morlier, Nurse at Lousteau, Cecola, & Boudreaux, A.M.C.
 - (504) 821-0244