

# SARAH R. BEAVIN

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## OBJECTIVE

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To obtain a challenging full time position in the area of general business or finance, with a particular interest in financial planning & analysis.

## EDUCATION

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- Georgia Institute of Technology**, Atlanta, GA 8/2005-12/2009
- Seeking B.S. in Management; certificates in Finance and IT Management
  - Overall GPA: 3.75
  - Dean's List every semester; Faculty Honors (4.0 GPA) Spring '07 through Spring '09
  - Member of the Beta Gamma Sigma Honorary Business School Society
- Georgia Institute of Technology Pacific Study Abroad Program** 1/2008-3/2008
- Wellington, New Zealand; Sydney & Brisbane, Australia

## EXPERIENCE

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- Southern Company**, Atlanta, GA
- Accounting, Finance, Treasury Rotational Internship – Budgeting* 8/2009-Present
- Responsible for updating monthly budget variance reports and living budget changes
  - Maintaining business unit SharePoint site and intranet site
  - Creating pivot tables to display current budget states and budget forecasts
  - Completing other ad hoc budget analysis requests
- Accounting, Finance, Treasury Rotational Internship – Corporate Planning* 5/2009-8/2009
- Updated and input budget data into budgeting system for different business units
  - Analyzed and modeled compensation structures (incentive pay, pension)
  - Updated incentive pay budget projection files and quarterly incentive pay reports
  - Reviewed and summarized executive compensation information
  - Participated in training for implementation of company's new financial planning tool
- Accounting, Finance, Treasury Rotational Internship – Financial Planning* 5/2008-8/2008
- Gathered competitive intelligence information on peer companies
  - Completed and presented research projects
  - Provided support to investor relations
  - Analyzed possible M&A candidates
- Georgia Tech Microelectronics Research Center**, Atlanta, GA 2/2007-1/2008
- Student Assistant*
- Maintained monthly expense accounts
  - Edited office and student documents, handled other office duties

## SKILLS

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- Analytical skills, critical thinking capability, attention to detail, interpersonal skills
- Extensive use of Microsoft Office applications
- Experience with Microsoft Access, Microsoft SharePoint, SQL, SAP

## ACTIVITIES

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- **Georgia Tech Career Fair Team**
  - Member of a team of only ten students responsible for organizing nation's largest student-run college fair
  - Plan and coordinate two-day fair with 444 companies and over 3000 students attending each day
  - Team maintains budget of \$200,000
- **Techwood Tutorial Program**
  - Tutored elementary school student weekly
- **Zeta Tau Alpha Sorority**
  - 2006 Activities Chair; 2007 New Member Committee; 2008 Assistant Membership