**[Business Administration General Accountant](https://www.postjobfree.com/resume/adzml9/business-administration-jersey-city-nj)**

**Location:**Jersey City, NJ

**Posted:**September 11, 2023

**Contact Info:**

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Job Description (optional) 



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**Resume:**

Georgina Matilde Lanza Cardona

New Jersey, Jersey City

Cell: 201-830-7366

Email: Lanza\_g@yahoo.com

To obtain employment in my field of study. With over 15 years of experience as an accountant and 23 years of experience as a professor in that subject matter. Additionally, Teaching children in the Church with class for ages 5 to 12 years old working for more of 25 years . I have worked for over 20 years teaching and coaching students to create small businesses. I have also worked as a facilitator in faith-based seminaries. I hope my experience will match a company where I can continue to exercise in these fields.

Recently arrived from Honduras as a permanent resident and with permission to work in the United States.

EDUCATION

Universidad Pedagógica Nacional Francisco Morazán 2001

Certificate of Higher Education / Post graduate Certificate

San Pedro Sula, Honduras

Universidad Pedagógica Nacional Francisco Morazán 1998

Bachelor’s in Education

San Pedro Sula, Honduras

Instituto Departamental Evangélico Anna D. Bechtold 1984

Certified Public Accountant

San Pedro Sula, Honduras

SKILLS

Languages: Spanish (Native), English (writing 50%, reading 60%, Speaking 40%).

Computer: MS Word, MS Excel, MS PowerPoint. Level Basic.

Certifications: Appointments: Board Member of Filial of Colleges of Professors (Professional Government Entity).

WORK EXPERIENCE

Instituto Gubernamental Unidad y Cambio 2002-May 2022

San Pedro Sula, Honduras

Title: Accounting Professor & Business Administration

-Facilitate courses to students enrolled in business administration track.

-Create curriculum & support student learning.

Inversiones Shiraz S.A. de C.V. 2004 - May2022

San Pedro Sula, Honduras

Title: General Accountant

-Main accountant to the organization.

-Maintain records, processes, and sales of the business.

-Create reports and financial statements.

II Iglesia Evangelica y Reformada 1990- 2015

San Pedro Sula, Honduras

Title: Children’s Teacher

-5 to7 years Old

-7 to 9 years Old

-9 to 11 years old

SPECIAL TRAININGS

Montgomery College 2022

Online English Classes

July 5 to September 1 2022

Intermediate A

Instituto San Vicente de Paul 2020

Courses: English as a Second Language

San Pedro Sula, Honduras

Telefono de la Esperanza 2019

Courses: psychology theories, crisis management, emotional intelligence.

San Pedro Sula, Honduras

Campamento Cristiano Internacionales 1991

Courses: Camping Administrator, Make program Camping with Children and adults

San Pedro Sula, Honduras