1. Tell us about your experiences with reading and analyzing financial statements including balance sheets, P&L statements and general ledgers.

When I started my small business, which started out as a small airbnb room and in the summer, expands to the management of several rooms and apartments in the city, I had knowledge of budgeting, but not much experience formally reading general letters or other financial statements. However, in order to make my business viable, I learned to read these kinds of financial statements on a regular basis in order to monitor my progress. For the last two years, I have successfully paid most of my living expenses and tuition by running this business by myself, and I have gained experience that will allow me to quickly adapt to the financial systems used at the DSU.

2. Tell us about your experiences with creating, monitoring, and adhering to budgets.

As mentioned earlier, I run a small business in hospitality, and have to adhere to a strict budget in order to make it financially sustainable on a small-scale. For the last two years, I have run the business while in school full-time and working other jobs, so I have learned many effective strategies for monitoring and adhering to a budget. It has been very successful, and by carefully budgeting and tracking my progress, I have learned the importance and value of planning, evaluating, and following budgets.

3. Tell us about your experiences with completing bank reconciliations.

Bank reconciliations are an important part of my business. Each month, I spend time comparing my records of charges, expenses, and profit, and go through my bank statements to ensure that everything works . This is an important part of adhering to the budget I set, as it is important to prevent discrepancies and recording errors.

4. Tell us about your experiences with accounting software

I have worked as an exec for the student union at NSCAD University. Even though I was the VP Academic, our executive had limited capacity at times, and I often volunteered to help with budgeting, so I am familiar with the accounting software we used there. I helped balance and

review our budget and track our finances throughout the year, as I'm a very logical and organized person. I'm good with computers, and can usually adapt to new programs quickly.

For my business and other finances, I use QuickBooks to track my expenses and income, so I am very familiar with that software. I find accounting software is helpful and useful for tracking everything, especially when I'm working full-time, taking a full courseload, and running my business, because I know that keeping track of everything is crucial.

5. Can you tell us about how you approach challenging problems or situations?

At my last university, I was the treasurer of the NSCAD Print Club for just under two years, where I completely revamped their system for tracking sales, employment of students, and ensuring financial transparency within the society. This was a valuable experience for me, and taught me more about effectively managing people and information from different sources. When I started as treasurer, our whole system was contained in a three-ring binder, on sheets of blank paper and stapled receipts. By consulting with the former treasurer, consulting with the treasurers at other societies to look at their systems, and enlisting help from students who had more experience with tracking than I did at the time, I found a system that would not only be easier for me to use, but would be more responsible overall, save time at print sales and events, and was also easier for future incoming treasurers to learn and continue. The keys to my success were consultation with other students, which helped me to consider all of my options, and ensured that no aspects of our financial situation were unaccounted for. I apply this to everything I do: I always do my research, both online and by reaching out to experts in the field. When I have challenging situations at the DSU, I will ensure that I handle them responsibly by doing my own research and using my communication skills to work with others to find the best solution!