**JOHN SMITH**

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**EDUCATION**

**2000 - 2004 Professional Accountancy Qualification**

**Became Member of XXX in 2004**

**1996 - 2000 BA (Hons.) Accounting and Finance 2:1**

University of East Country

Key areas from my degree:

1. Accounting processes and legislation.
2. Analysing and preparing company accounts
3. Double entry book keeping.
4. An up to date knowledge of international and standards.
5. Business Taxation
6. Financial and Management

**1996 ABC College, Another Town**

**Intermediate Accounting Course**

**1990 – 1996 High School, Another Town**

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**WORK EXPERIENCE**

**2009 - Present Lecturer, Sample University**

Lecture topics

**2001 - 2009 Accounting Assistant**

Information about job role.