

Matthew Staniforth

staniforthm@gmail.com

25 Hawthorne Avenue
Holmdel, NJ 07733
(732) 673-0569

Objective

Relocating to the greater Providence, RI area after graduation and seeking an entry level position in Public Accounting.

Education

Monmouth University, Long Branch, NJ *Expected
May 2019*
Bachelor of Science in Business Administration (Concentration: Accounting)
GPA: 3.143/4.00; Major GPA: 3.173

Relevant Coursework (Completed and Current)

Advanced Accounting, Intermediate Accounting I & II, Audit Theory, Taxation I & II, Business Law I & II, Principles of Finance

Professional Experience

Ansell, Iselin, NJ | www.ansell.com

Global Logistics Intern

June 2018

– Present

- Designed a logistics tracking spreadsheet that monitors and generates required documents for delivery of shipments
- Developed KPI reports to highlight the departments strengths and weaknesses
- Work closely with customs broker and international teams to ensure proper documentation is filed on over 300 imports per month

The Gravity Vault, Middletown, NJ; Voorhees, NJ; Radnor, PA; Hoboken, NJ | www.gravityvault.com

New Facility Project Manager

March 2018

– Sept. 2018

- Spearheaded initial inventory purchasing for new franchise location – including equipment for rock walls, retail inventory, and operational supplies
- Assisted in setting revenue goals and expense budgeting
- Analyzed key operating metrics at franchise gyms to drive change and growth
- Oversaw and coordinated with contractors regarding gym design, and contractor timelines
- Managed online advertising including Google Ads, Google My Business page, Facebook Ad Manager, Yelp and Trip Advisor

Shift Leader, Team Coach, Instructor, & Route Setter

Oct. 2014

– June 2018

- Oversaw gym operations as an on-the-ground extension of gym management; responsible for instructor activities, schedule adherence, and opening/closing procedures
- Trained and on-boarded instructors; guided staff on corporate policy and company norms
- Coached travelling climbing teams of 5-20 climbers, aged 7-18 years old
- Performed 1:1 private lessons for competitive climbers seeking additional instruction
- Guided customers on climbing techniques, proper safety, and belaying protocol
- Performed installation of 30+ climbing routes per month at 3 franchise & corporate locations, including the corporate flagship

Holmdel First Aid Squad, Holmdel, NJ | www.holmdelfirstaid.org

Volunteer EMT & Line Officer (Engineer, Assistant Engineer)

Jan 2013

– Present

- Elected as Engineer (2015) and Assistant Engineer (2017 – Present) – responsible for truck maintenance
- Led educational trainings on truck operations and advanced extrication skills for about 20 members
- Implemented social media strategy to boost community engagement, member recruitment, and fundraising

Additional Information

Certifications: CPR, Emergency Medical Technician, CWI Certification **Citizenship:** United States, United Kingdom

Extracurricular Activities: AICPA Member, Monmouth University Accounting Society, American Alpine Club, Holmdel High School Rock Climbing Club (co-founder), Holmdel High School Track and Field