Hello Raiders!

I am a (soon to be) local photographer seeking an accounting assistant for my small business. I currently live in Charleston, SC and will complete the move to Nashville this fall.

I have a freelance photo/video business (Limited Liability Company) and I would like to give a student the opportunity to beef up their resume and get some hands-on experience by running my bookkeeping.

This is a job that is extremely flexible - it can be done 100% electronically and on your own schedule, so long as we meet certain reporting deadlines (monthly, quarterly, etc.) - so basically, you work WHEN YOU WANT TO!

As I am still fairly new in the industry (under two years), I don't have a tremendous amount of volume right now, so the accounting workload is fairly minimal and I believe it would be very easy to work this project in between classes and even full-time jobs.

Duties would include:

- creating an accurate chart of accounts
- examining books to-date (e.g. 2017) for accuracy
- assisting with the accurate reporting of the physical assets
- coaching me on best practices for maintaining accurate records moving forward

In return for this assistance, I am happy to provide professional photos of any kind (LinkedIn, individual/couples/family portraits, creative/artistic, anything you want!) as well as references for you in the future. I will be in the area by October, but for the right candidate, I can make a trip up (or we can meet halfway somewhere fun) for photos if they are needed before then!

Again, I want to stress that this is VERY flexible; I will not ask you to commit to any length of time or sign anything other a confidentiality agreement (you will have access to my accounts and financial information).

Please contact me at (843) 830-3500 or lancionephoto@gmail.com and feel free to check out my social media and website:

@lancionephoto (social media)
http://lancionephoto.com

--
Caylin A. Lancione, MBA
CGC Class of 2015
Beta Gamma Sigma Honor Society