

Michelle T. Tiger

Baton Rouge, LA 70803

(225) 578-3202

mtiger1@lsu.edu

Education

Louisiana State University (LSU), Baton Rouge, LA

May 2026

Bachelor of Science, Accounting

GPA: 3.24/4.0

Minor: Spanish

Related coursework: Internal Auditing I & II; EDP Auditing; Fraud Auditing and Forensic Accounting; Governance, Risk, and Controls; Principles of Management

Experience

Treasurer

August 2024-Present

Panhellenic Council, Baton Rouge, LA

- Managed \$25,000 budget for organization with more than 1,200 members
- Prepared bi-weekly reports to communicate with Panhellenic delegates from 10 campus chapters and 20 advisors
- Coordinated collections on past due accounts, reconciled payment discrepancies, and resolved client billing and eligibility issues

Accounting Intern

May 2024-August 2024

Tiger and Associates, Baton Rouge, LA

- Supported supervisor with financial accounting and reporting adhering to GAAP standards
- Prepared and book journal entries into the general ledger to enable accurate preparation of financial statements
- Maintained relationships with internal stakeholders to ensure timely exchange of information

Sales Associate

November 2023-May 2024

Eagleton Boutique, Baton Rouge, LA

- Communicated with customers to answer questions and provide promotion information
- Collaborated with team members to maintain a pleasant store environment during busy sales periods
- Performed store opening and closing duties including preparing cash registers, cleaning, and restocking
- Trained 5 new employees on store policies and procedures

Host

January 2021-December 2023

JJ's Diner, Baton Rouge, LA

- Greeted guests, directed them to tables, and provided information about daily specials
- Communicated with manager, servers, and kitchen staff to address customer questions and concerns
- Organized and set up special events per customer specifications

Activities

Internal Audit Club, Alpha Kappa Psi, Bhakti Yoga Club, Alpha Phi Sorority

Skills

Language: Fluent in Spanish

Technical: Microsoft Office, Microsoft Excel, Microsoft PowerPoint