

# MATTHEW FAWKS

Austin, Texas 78705 · matthewfawks@utexas.edu

## EDUCATION

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**The University of Texas at Austin, McCombs School of Business** – Austin, Texas

**Master in Professional Accounting**

May 2021

**Bachelor of Business Administration**

May 2020

- Track: Financial Reporting and Assurance
- Undergraduate GPA: 3.92; Undergraduate Accounting GPA: 4.00

**Universidad Pontificia Comillas (ICADE)** – Madrid, Spain

**Study Abroad**

Spring 2019

- Completed the equivalent of 9 semester hours in Business

## EXPERIENCE

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**Aceable** – Austin, Texas

August 2019 - Present

**Accounting Intern**

- Prepare and consolidate mass data to ease the migration and scaling process of moving to a larger ERP system
- Manage various tasks centering on process improvements and accounting system clean-ups

**Caterpillar Inc.** – Peoria, Illinois

May 2019 - August 2019

**Corporate Accounting Intern**

- Assisted direct income corporate tax function with non-U.S. entities' consolidated returns and international forms
- Provided support for the analysis and resolution of domestic entity reviews and international sourcing issues
- Led a cross-functional team and placed as a finalist in a case competition pertaining to standard cost revision
- Demonstrated knowledge of core company competencies with weekly meeting presentations to direct tax group

**University Housing and Dining of the University of Texas** – Austin, Texas

August 2017 - December 2018

**Resident Assistant**

- Supervised 48 residents within the largest hall on campus and enforced all applicable policies and procedures
- Solved challenges that arose by acting as a first responder to incidents that occurred within the residence hall
- Facilitated and promoted educational events within the residence hall in line with a curriculum-based model
- Managed mail room activities and executed various administrative functions

**Valero Energy Corporation** – San Antonio, Texas

May 2018 - August 2018

**Marketing and Supply Intern**

- Developed Excel-based market analysis tool for the evaluation of international crude oil arbitrage opportunities
- Improved efficiency of existing evaluation methods by centralizing and calculating crude oil pricing data
- Presented and implemented the tool with the commercial trading floor staff and senior management
- Traded a mock crude oil portfolio using the tool for net gains of \$500K

## ACTIVITIES

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**UT Racquetball Club** – Austin, Texas

August 2017 - December 2018

**Treasurer** (August 2018 - December 2018), **Member** (August 2017 - December 2018)

- Managed club financial activities and maintained accurate records of all dues, deposits, and money distributions
- Budgeted around \$10K of year-long expenses such as tournament entry fees, gas, flights, and hotels

## ADDITIONAL

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- Honors: Distinguished College Scholar (Spring 2018), College Scholar (Spring 2019), University Honors (Fall 2016 - Fall 2018), Presidential Scholarship (Fall 2019 - Spring 2020)
- **Work Eligibility:** Eligible to work in the U.S. with no restrictions

## EXPANDED

### ADDITIONAL EXPERIENCE

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**KPMG, LLP** – Dallas, Texas  
*Incoming Audit Intern*

**January 2020 - March 2020**

**Pyote Well Service, LLC** – Midland, Texas  
*Accounting Intern*

**May 2017 - August 2017**

- Transitioned outdated accounting books into QuickBooks Online for multiple partnered companies, saving the company's controller up to four months of clerical time
- Processed monthly bank statements to reconcile cash flows among accounts and verify transition accuracy

**University Housing and Dining of the University of Texas** – Austin, Texas

**August 2016 - May 2017**

*Desk Assistant*

- Handled front desk operations and coordinated with Resident Assistants for smooth operations
- Upheld University Housing and Dining policies and procedures and communicated these with residents
- Demonstrated extensive knowledge of the campus and of the inner operations of the residence halls

**Globe Energy Services, LLC** – Midland, Texas

**December 2016 - January 2017**

*Accounting Intern*

- Compiled monthly financial reports consisting of key data to be analyzed by upper management
- Coordinated with divisional controllers and accountants to note financial changes and monthly differences
- Streamlined Excel spreadsheets used for day-to-day operations

### ADDITIONAL ACTIVITIES

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**Alpha Lambda Delta Honor Society** – Austin, Texas

**March 2017 - December 2018**

*Secretary (August 2017 - May 2018), Member (August 2017 - Present)*

- Promoted on-campus leadership and community building through several events and community service
- Distributed weekly newsletter to over 1K subscribers and directly managed around 100 active members' points

**Student Conduct Board** – Austin, Texas

**August 2017 - December 2018**

*Appointee*

- Served with a panel of members, conducting hearings for matters of academic integrity and general conduct
- Resolved cases by considering evidence and statements, collaborating with the panel, and imposing sanctions

**School of Undergraduate Studies Ambassador** – Austin, Texas

**August 2017 - May 2018**

*Ambassador*

- Prepared and facilitated campus-wide events and outreach to actively promote the mission of UGS
- Served as a resource for current and prospective UGS students and communicated campus resources accordingly

**University Housing and Dining Student Judicial Board** – Austin, Texas

**August 2016 - May 2017**

*Board Member*

- Upheld organization policies and determined responsibility for violations that occurred within the residence halls
- Collaborated with a 14-member committee to assign educational sanctions and discourage general misconduct