

## Curriculum Vitae Template

Stephanie R. Swaim  
North Lake College  
5001 N. MacArthur Blvd.  
Irving, TX 75038  
972-273-3450  
[sswaim@dcccd.edu](mailto:sswaim@dcccd.edu)

### **Education**

University of Texas at Dallas, Dallas, TX  
Master of Science in Accounting and Information Management  
Bachelor of Science in Accounting and Information Management

El Centro College, Dallas, TX  
Associate of Applied Science, Paralegal Studies

### **Work Experience**

Ernst & Young, Dallas, TX - October 2010 – June 2013  
Auditor

Performed integrated and employee benefit plan audits for large publicly held corporations and medium-sized privately owned companies

Celanese Corporation, Dallas, TX – January 2006 – July 2008  
Compensation Analyst & SEC/Finance Paralegal

Administered stock and deferred compensation plans, including maintaining all participant data  
Assisted with drafting and review of quarterly and annual SEC filings and related documents, 8-Ks and Section 16 filings