

UAS: Moss Adams Meeting Minutes

Call to Order

A meeting hosted by Moss Adams was held on 2/20/18.

Attendees

- Executive Board: All members present
- Moss Adams: Leanne Lutkus, Regional Recruiting Manager, leanne.lutkus@mossadams.com
Nick Lane, Tax Senior Manager, nicholas.lane@mossadams.com
Maureé Lawrence, Tax Staff, mauree.lawrence@mossadams.com
Stephen Redmond, Assurance Partner, stephen.redmond@mossadams.com

Getting the Hang of SLP Recruiting and Interviews

- Resume
 - Include: CPA Eligibility Date, Graduation Date, Cumulative/Major GPA, Updated Contact Information
 - Not necessary: Relevant coursework, Objective
- Cover Letter
 - Know who to address it to, do your research about the firm, anything special we need to know? (explain low GPA, interesting work experiences, etc.)
- During recruiting, meet employers and learn about the company
- Introduce yourself to relevant people: partners, recruiters, associates, interns, etc.
- Mid-Tier Mixer: 2/22/18
 - Dress appropriately, talk to important firms to you, ask questions
 - Follow up emails after MTF and interviews – thank you email, but make it individual/specific about things you have to offer or conversations you had with them
- Interviewing
 - Know specific information about the firm (locations, opportunities, client base, services provided, culture, training, travel, etc.)
 - Know and be able to talk about yourself (strengths, areas for improvement, academic performance, career interests, special skills or abilities, leadership, etc.)
- Application deadline (**Sunday 2/25/18**) and On Campus Interviews (Monday 3/5/18)
- Northern California SLP (7/9/18 – 7/10/18) and Southern California SLP (7/10/18 – 7/11/18)

Adjournment

Rebecca Sonn makes a motion to adjourn the meeting, agreed upon at 7:44.



Internal Vice President
Undergraduate Accounting Society

2/21/18

Date of Approval