

Ben James

SKILLS

- Demonstrated collaboration and teamwork skills as a player on the Laurier Varsity Rugby Team
- Displayed focus and time management by meeting deadlines as a Staff Accountant at RLB LLP
- Experienced working both remotely and in an office after three successful co-op placements
- Showed communication and editing skills in case competitions like the IKEA Sustainability Challenge 2019
- Proficient in Microsoft Word, Excel, PowerPoint and Power BI

EDUCATION

Wilfrid Laurier University, Waterloo, ON, 2018 - 2022

Honours Bachelor of Business Administration

- Completed a minor in economics
- Completed concentration in accounting

Guelph Collegiate Vocational Institute, Guelph, ON, 2013 - 2018

Ontario Secondary School Diploma

- Gaels Awards for excellence in Business Leadership, Sports Leadership, and Physics

WORK EXPERIENCE

City of Guelph Aquatics, Guelph, ON 2015 – 2022

Lifeguard & Swim Instructor

- Developed strong communication skills while teaching swimming to people of all ages in a variety of class sizes
- Demonstrated professionalism by resolving conflicts between patrons, or patrons and other staff members

County of Wellington Treasury Department, Guelph, ON 2022

Financial Project Analyst Co-op Student

- Demonstrated computer literacy by learning two financial reporting software including: JD Edwards and FMW
- Applied an understanding of financial accounting by updating the cash flow model

Linamar – Comtech MFG, Guelph, ON 2021

Facility Accountant Co-op

- Demonstrated quick learning skills by teaching myself to use Linamar's Accounting Software in one week
- Applied critical thinking skills by completing customs B3s for complex purchase orders and shipments

RLB LLP, Guelph, ON 2020

Staff Accountant Co-op

- Demonstrated autonomy and self-teaching by learning tax law alone, during a remote co-op work term
- Displayed numeracy skills and attention to detail while preparing personal and corporate taxes
- Used problem solving skills in order to overcome challenges when using TaxPrep software

LEADERSHIP EXPERIENCE

Semi-Professional Rugby, Rugby Canada National Development Academy, January 2023 - Present

Player

- Demonstrate accountability and punctuality by maintaining a standard of arriving to training early
- Display strong work ethic by performing my best and striving for improvement at each practice

Varsity Rugby, Wilfrid Laurier University Varsity Rugby Team, 2018 - 2022

Player

- Demonstrated time management skills by balancing 5 courses and 15 hours of weekly practices and games
- Led the team to compete at its first OUA Championship and National Championship as a 5th year veteran

Extracurriculars

- 2nd Place Finalist in IKEA Sustainability Challenge 2019 (out of 38 teams)
 - Included a report proposal, video submission, and formal presentation to IKEA executives
- Semi-Finalist in Pepsi-Co Pitch Competition 2019
 - Prepared a 2-minute elevator pitch, top presentation in lab, presented to panel of TAs