

KATE ADELLE BONTIA

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EDUCATION

Rutgers Business School

Newark, NJ

Bachelor of Science, Accounting – GPA 3.42 / 4.00

Jan 2027

- **Organization / Awards:** NJCBAA Honors, Darlene Liggins Award, Accounting Club, Women in Business

RELEVANT COURSEWORK:

- Intermediate Accounting I & II, Federal Taxation I & II, Auditing, and Accounting Info Systems

PROFESSIONAL EXPERIENCE

Attronica

Remote

FP&A and Valuation Extern

July 2026 - Present

- Analyzed 4 years of financial statements for an IT services company using profitability, liquidity, and efficiency ratios as well as tools like Excel and AI-assisted modeling.
- Delivered stakeholder-specific recommendations to Sales, Operations, and Finance leadership.
- Collaborating with cohorts through weekly meetings to discuss deliverables, issues, and share advice.

Caring Partners in Healthcare and CareAssist, LLC

Union, NJ

Accounts Receivable Assistant

Apr 2026 - Present

- Monitored invoice status across the client payment pipeline, tracking receipt and approval milestones.
- Assisted with collections outreach on past-due accounts to identify payment delays.
- Applied incoming client payments to corresponding invoices to maintain accurate account balances.

Private Family

Montclair, NJ

Babysitter/Nanny

May 2023 – Aug 2025

The Paper Store

Clifton, NJ

Seasonal Retail Associate

Oct 2022 – Jan 2023

- Processed transactions on cash register while highlighting store membership benefits.
- Addressed customer inquiries concerning orders and products through incoming phone calls.

LEADERSHIP EXPERIENCE

Business International Honors Society (Kappa Beta Delta)

Newark, NJ

President

Sep 2023 – May 2024

- Formed e-board for the first chapter and increased club awareness by goal of 20 highly qualified members.
- Headed fundraising activities to minimize membership costs by 25%.
- Managed membership process and group communication for events or planning.

Tech, Engineering, and Computer Science Club

Newark, NJ

President

Sep 2022 - May 2024

- Supervised main projects such as website creation focusing on coding and professional skills.
- Developed an informational website as guidance for college transfers and determining course equivalencies

CERTIFICATIONS

KPMG U.S. Career Catalyst: Audit Job Simulation on Forage

March 3, 2025

- Completed a job simulation focused on conducting an audit for a hypothetical client, Ashbourne Industries.
- Determined the materiality of general ledger accounts to plan the audit and reviewed the (OTC) process.
- Communicated the audit findings via a video presentation and reviewed the audit opinion.

SKILLS

- Microsoft Office Suite (Word, PowerPoint, and Excel)
- Rutgers BASE Excel Level One Certification (2025) – Pivot Tables, XLOOKUP, and Functions
- Data Management and Coding: Python, JavaScript, Java, SQL, VS Code, Microsoft Access, Tableau