

Madeline Kaplan

Mount Sinai, NY | (631) 786-4418 | madkap21@gmail.com

EDUCATION

The University of Scranton – Kania School of Management

Scranton, PA

Bachelor of Science in Accounting and Business Analytics (150 credits)

Expected Graduation: May 2028

- GPA: 3.79 / 4.00
- Business Honors Program

PROFESSIONAL EXPERIENCE

Morgan Stanley

New York City, NY

Intern

Summer 2026

- Attend internal meetings and record concise notes highlighting key discussions
- Communicate updates and follow-ups with team members to support coordination and workflow
- Assist with preparing and organizing reports, presentations, and supporting documents

Steamroom Restaurant

Port Jefferson, NY

Server

July 2023 – August 2025

- Resolve customer concerns efficiently, demonstrating professionalism and problem-solving skills
- Collaborate with team members to maintain smooth operations during peak hours
- Thrive under pressure, managing multiple tables and customer requests during peak hours

Beta Alpha Psi

Scranton, PA

Member

January 2026 – Present

- Maintain active status by meeting a 3.2+ major GPA requirement, and attending 75% of events
- Engage in technical development through CPA Exam information sessions, professional and student speakers
- Volunteer for community service activities, attend accounting focus workshops to enhance professionalism

Art of Eating

Southampton, NY

Caterer

June 2024 – August 2024

- Ensure impeccable presentation of food and table settings, aligning with the luxurious expectations
- Anticipate guests' needs with discretion, providing personalized service without being intrusive
- Handle multiple service styles including cocktail receptions, buffets, plated dinners, and dessert

ACTIVITIES

NCAA Division III Lacrosse – University of Scranton

Scranton, PA

Team Member

August 2024 – Present

- Committed 15+ hours per week to practice, competition, training, film, meetings, and travel

Wall Street Bootcamp Program

Scranton, PA

Member

October 2025 – November 2025

- Attended weekly sessions that developed necessary finance skills
- Studied concepts such as multiples analyses, discounted cash flows and three-statement models
- Learned how to value a stock, pitch a stock, and navigate recruitment processes

LEADERSHIP EXPERIENCE

SADD Club - Mount Sinai High School

Mount Sinai, NY

Treasurer

September 2023 – June 2024

- Reviewed financial documents, ensuring accurate record-keeping and compliance with club policies
- Worked closely with club leadership and advisors, making strategic financial and organizational decisions

SKILLS, INTERESTS & HONORS

Skills: Microsoft Excel (Pivot Table, VLOOKUP, formulas), PowerPoint, Word, Tableau, Power BI, Minitab

Interests: Working out, running, lacrosse, travel, skiing, exploring new coffee shops, and reading

Honors: Dean's List (all semesters), Dean's Merit Scholarship