



CENTER FOR A  
COMPETITIVE WORKFORCE

## ACCOUNTING

REGIONAL PROGRAM ADVISORY MEETING

Powered by LAEDC

# Los Angeles Community College Program Look Book

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California  
Community  
Colleges

Business &  
Entrepreneurship  
Sector LOS ANGELES REGION



LOS ANGELES COUNTY  
ECONOMIC DEVELOPMENT CORPORATION

*Collectively Advancing Opportunity and Prosperity for All*

In partnership with the Center for a Competitive Workforce,  
the Regional Directors of Employer Engagement, and the  
Los Angeles County Economic Development Corporation



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# MEETING AGENDA

<b>Date and Time</b>	May 21, 2020 from 10am-12pm
<b>Occupation</b>	Accounting
<b>Opening Remarks</b>	Welcome and Introductions   Jessica Ku Kim, LAEDC Center for a Competitive Workforce Overview   Richard Verches, CCW Sector Overview   Judy Fox, Regional Director of Employer Engagement
<b>Discussion Moderated by Jessica Ku Kim</b>	Topics: <ul style="list-style-type: none"><li>- Industry workforce trends</li><li>- Technology and AI impacts</li><li>- Opportunities to bridge knowledge, talent and certification gaps</li><li>- Industry trends used to access entry-level talent</li></ul>
<b>Curriculum Review</b>	Colleges represented include: <ul style="list-style-type: none"><li>- Citrus College</li><li>- Compton College</li><li>- East Los Angeles College</li><li>- El Camino College</li><li>- Glendale Community College</li><li>- Long Beach City College</li><li>- Los Angeles City College</li><li>- Los Angeles Harbor College</li><li>- Los Angeles Mission College</li><li>- Los Angeles Pierce College</li><li>- Mt. San Antonio College</li><li>- Rio Hondo College</li><li>- Santa Monica College</li><li>- West Los Angeles College</li></ul>
<b>Closing Remarks</b>	Next Steps and Adjournment   Jessica Ku Kim, LAEDC



# CENTER FOR A COMPETITIVE WORKFORCE

## Mission

Center for a Competitive Workforce (CCW) was established in 2017 as a Strong Workforce Program regional project of the 19 community colleges in the Los Angeles region in collaboration with the LA/OC Center of Excellence for Labor Market Research (COE) hosted at Mt. San Antonio College and the Los Angeles County Economic Development Corporation (LAEDC).

In partnership with the COE and LAEDC Institute for Applied Economics, CCW has published multiple labor market reports that analyze labor supply and demand data for middle-skill occupations in high-growth industries to inform and influence the development of new or modified career education and workforce development programs and curricula. CCW supports quarterly convenings with education, workforce, nonprofit, government and industry leaders in three of the LA region's most highly concentrated and fastest growing industry sectors of advanced transportation, bioscience and digital media/entertainment, with the co-equal goals to strengthen industry engagement with community college faculty and to connect more community college students to meaningful work-based learning opportunities, as one of the best ways to constructively prepare them for the 21st century jobs and careers in the fast-emerging and rapidly-changing knowledge-intensive industries that will drive our regional economy today and tomorrow.

CCW, in partnership with the regional directors for employer engagement, is piloting seven regional advisory committees to further strengthen regional alignment of and ongoing connections between faculty and industry. CCW has developed two online platforms: a biosciences industry portal and a regional Workforce and Education Partner Portal that employs technology to increase the speed and richness of industry-college connections, to seamlessly access and deploy the economic intelligence gleaned through industry engagement, and to rapidly expand and scale the number of work-based learning and employment opportunities for career education students and graduates with certificates and degrees.

Learn more at [www.CompetitiveWorkforce.LA](http://www.CompetitiveWorkforce.LA).



California  
Community  
Colleges



LOS ANGELES COUNTY  
ECONOMIC DEVELOPMENT CORPORATION

Funded by the California Community Colleges Chancellor's Office under the Strong Workforce Program (SWP) as a Los Angeles Regional Project.

The Los Angeles County Economic Development Corporation (LAEDC) was founded in 1981 as a nonprofit, public-benefit organization to harness the power of private sector in collaboration with L.A. County, to guide economic development and create more widely shared prosperity. LAEDC collaborates with all stakeholders in the region including education, business, and government. Learn more at [www.LAEDC.org](http://www.LAEDC.org).



## Contact Information



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**Jessica Ku Kim, Senior Director of Workforce Development, LAEDC**  
[Jessica.Kim@LAEDC.org](mailto:Jessica.Kim@LAEDC.org)



**Claire Anderson, Workforce Development Program Manager, LAEDC**  
[Claire.Anderson@LAEDC.org](mailto:Claire.Anderson@LAEDC.org)



**Isabel Duran, Administrative Manager, LAEDC**  
[Isabel.Duran@LAEDC.org](mailto:Isabel.Duran@LAEDC.org)



# REGIONAL DIRECTORS OF EMPLOYER ENGAGEMENT

Regional Directors play a key role in implementing activities and achieving outcomes for their designated sector by working with community colleges in the designated region to strengthen connections between career education and business and industry.

The Regional Directors develop partnerships with business and industry, working closely with key talent including Regional Chairs, Centers of Excellence, Technical Assistance Providers, Pathway Coordinators, Statewide Directors, and other Regional Directors of Employer Engagement.

For more information regarding Regional Directors and their industry sectors, use the following link: [www.laocrc.org/member-resources/rdee](http://www.laocrc.org/member-resources/rdee)

## Los Angeles County Regional Directors

### **Bruce Noble, Energy, Construction and Utilities**

[Bruce.noble@riohondo.edu](mailto:Bruce.noble@riohondo.edu)

### **Charlotte Augenstein, Information and Communication Technology (ICT) and Digital Media**

[Caugenstein@hotmail.com](mailto:Caugenstein@hotmail.com)

### **Judy Fox, Business and Entrepreneurship**

[Jfox@cerritos.edu](mailto:Jfox@cerritos.edu)

### **Katie Mishler, Advanced Transportation and Logistics**

[Kmishler@cerritos.edu](mailto:Kmishler@cerritos.edu)

### **Ozzie Lopez, Health**

[Olopez63@mtsac.edu](mailto:Olopez63@mtsac.edu)

### **Ruth Amanuel, Global Trade**

[Ramanuel@lbcc.edu](mailto:Ramanuel@lbcc.edu)

### **Shari Herzfeld, Health**

[Sherzfeld@riohondo.edu](mailto:Sherzfeld@riohondo.edu)



# INDUSTRY REPRESENTATION

## **Daniel Seto, Human Capital Advisory Director at KPMG, LLP**



Daniel has over 12 years consulting experience in supporting mid to large-scale organizations' overall human capital and workforce strategies. Daniel has expertise in organization change management, organizational and leadership assessments, talent management, HR effectiveness, and workforce analytics. Daniel has led talent management, HR transformation and change management projects for clients in numerous industries, including aerospace and defense, consumer products and services, software technology, finance, gas & electric, entertainment and media, and healthcare.

## **David Hill, Partner at RSM**



David has over 33 years of public accounting and private industry experience. During his public accounting career, he has provided audit and other assurance services across a wide range of industries, including industrial and consumer markets, natural resources, transportation, construction, technology and financial services. His clients have ranged in size from pre-revenue development stage to those with over \$1 billion in revenue, including entities with significant foreign operations. In addition, David leads the West Regions SEC practice and has extensive experience in initial public offerings, private placement offerings and both registered and unregistered debt transactions. He also serves as the Los Angeles recruiting leader. While working in industry, David also served as the Chief Financial Officer of a public (NYSE) financial services technology company.

## **Elizabeth Hahn, Accounting Manager at the Los Angeles County Office of the Assessor**



Elizabeth currently serves as the Accounting Manager at the Los Angeles County Office of the Assessor; she has also held their role of Executive Management Analyst. She previously worked as a Budget Analyst for the Los Angeles County Board of Supervisors, with six previous years of experience in Operations at the Los Angeles County Department of Public Social Services and three years at Wilshire State Bank. Elizabeth's extensive experience in both the public and private sectors allow her to bring a unique and well-rounded perspective to her work.

## **Erin Herlihy, Audit Senior Manager at KPMG, LLP**



Erin has more than 12 years of experience providing financial statement audits to federal and state and local governments. In addition, she has served insurance, hospitals, not-for-profit organizations, and other public and private companies. Most recently, Erin has worked on a project to help develop and implement a core competency framework for the Audit practice.



**Lisa Massman, Human Capital Advisory Principal at KPMG, LLP**



Lisa is a Principal in KPMG's Human Capital Advisory practice with more than 20 years of experience teaming with C-level executives and business and technology leadership to transform and optimize their HR and Talent functions with a focus on workforce of the future and talent management, and service delivery, business process and technology modernization for HR. She has held various leadership and hands-on strategy, assessment, optimization and implementation roles specializing in optimizing the HR function and has worked with a broad array of Fortune 500 companies primarily in the healthcare, technology, energy, manufacturing, and financial services industries.

**Mike Quindazzi, Managing Director at PricewaterhouseCoopers (PwC)**



Mike is the Managing Director and the U.S. digital alliances sales leader for PwC. He has 30 years invested in gathering industry experience and crafting his management consulting abilities, leading teams and global companies on innovation, business strategy and transformational technology initiatives.

**Roger A. Martinez, Partner at Vasquez & Company**



Roger is a partner with Vasquez & Company LLP, a certified public accounting and business consulting firm specializing in assisting government, public and private company clients with audit, tax, advisory, risk, and performance services. Roger is a former partner with KPMG where he served as audit partner on numerous large complex organizations, including the nation's largest municipal utility, the nation's largest provider of treated drinking water and the largest university system in the country. He has National Office experience where he provided for several years professional practice and risk management guidance to the firm's Audit and Advisory professionals and participated in the delivery of guidance and training on accounting, auditing, regulatory, risk management, and independence topics.

**Tom Barry, Managing Partner at Green Hasson Janks**



Tom believes in building a successful life one day at a time. He does that by leveraging technology to create a flexible schedule that allows him to be a father and husband in addition to fully committing to his career at Green Hasson Janks, where he has worked since 1997. Tom's role as Managing Partner of Green Hasson Janks is a combination of entrepreneur, partner, consultant, coach and business advisor. Additionally, with more than 25 years of public accounting experience, Tom provides audit and accounting, tax and general business advisory services to clients in a variety of industries. Tom is an active member of YPO - Santa Monica Bay and is currently Treasurer and a member of the Executive Committee. He is also Chairman of the Accounting Advisory Board for Loyola Marymount University. Due to his leadership both at Green Hasson Janks and the community at large, Tom was recognized in 2018 and 2019 by the Los Angeles Business Journal as one of LA's 500 most influential people in business.





**Zhanna Gevorkian, Head of Finance at Takeda, Los Angeles Site**



Zhanna is the Head of Finance and the newly appointed Ethics and Compliance Champion for Takeda, Los Angeles site. Zhanna has 20 years of experience in Corporate and Operations Finance. She has been with the company for 13 years and has held positions of increasing responsibilities in the areas of Operations Finance (Los Angeles and Round Lake Sites). As Head of Finance, Zhanna is responsible for the oversight of all production cost and product costing for the Los Angeles site. Before assuming her current position, she held key responsibilities in integrating newly acquired sites into operations, global inventory reporting and planning, 3rd party royalties and other contractual obligations, working capital reporting and planning and internal controls liaison. Prior to joining Takeda, she worked at Mars, Inc. and Medtronic.



# COMMUNITY COLLEGE REPRESENTATION

- Citrus College
- Compton College
- East Los Angeles College
- El Camino College
- Glendale Community College
- Long Beach City College
- Los Angeles City College
- Los Angeles Harbor College
- Los Angeles Mission College
- Los Angeles Pierce College
- Mt. San Antonio College
- Rio Hondo College
- Santa Monica College
- West Los Angeles College



## Citrus College

<b>Program Name(s)</b>	Accounting
<b>Website</b>	<a href="https://www.citruscollege.edu/academics/programs/acct/pages/default.aspx">https://www.citruscollege.edu/academics/programs/acct/pages/default.aspx</a>
<b>Competencies Focus</b>	<p>The program currently offers courses in bookkeeping, financial accounting, managerial accounting, income tax accounting and QuickBooks. The accounting program provides training for employment as accounting clerks, accounts payable clerks, accounts receivable clerks, accountants and bookkeepers in the accounting departments of business firms, and as junior accountants in the public accounting field.</p> <p>Awards available:</p> <ul style="list-style-type: none"><li>- Certificate of Achievement in Accounting</li><li>- Skill Award in QuickBooks</li></ul>
<b>Cohort Size</b>	15-20 students
<b>Hiring Timeframe</b>	6-18 months

For more information, contact Patrick M. Borja, CPA at (626) 857-4105 or [pborja@citruscollege.edu](mailto:pborja@citruscollege.edu), or Robert Smolin, CPA at (626) 626) 857-4055 or [rsmolin@citruscollege.edu](mailto:rsmolin@citruscollege.edu).



## Compton College

<b>Program Name(s)</b>	Accounting Degree and Certificate of Achievement
<b>Website</b>	<a href="http://www.compton.edu/Academics/CTE/business/accounting/index.aspx">http://www.compton.edu/Academics/CTE/business/accounting/index.aspx</a>
<b>Competencies Focus</b>	By completing the degree or certificate requirements of the accounting program, students will acquire the ability to apply the fundamental theory, principles, and practices of the accounting cycle for unincorporated and corporate forms of business, financial, and managerial accounting theory as well as cost accounting and cost procedures used in business and industry. The student will also learn income tax regulations pertaining to individual and business income tax preparations and planning. Competencies will be assessed regularly through examinations and comprehensive problems. The major provides career opportunities in entry-level accounting positions.

For more information, contact Alicia Zambrano at (310) 900-1600 ext. 2779.



## East Los Angeles College

<b>Program Name(s)</b>	Pathway to Enrolled Agent
<b>Website</b>	Visit page 192 of the course catalog here: <a href="http://elac.edu/ELAC/media/ELAC-Assets/Documents/Academics/Catalog/ELAC-General-Catalog-19-20.pdf">http://elac.edu/ELAC/media/ELAC-Assets/Documents/Academics/Catalog/ELAC-General-Catalog-19-20.pdf</a>
<b>Competencies Focus</b>	Federal tax laws and tax returns
<b>Cohort Size</b>	15-25 students
<b>Hiring Timeframe</b>	Enrolled agents are hired throughout the year

For more information, contact Jennifer Alvarado at (323) 415-5365 or [alvarajj@elac.edu](mailto:alvarajj@elac.edu).



## El Camino College

<b>Program Name(s)</b>	Business Division – Accounting
<b>Website</b>	<a href="https://www.elcamino.edu/academics/business/accounting/">https://www.elcamino.edu/academics/business/accounting/</a>
<b>Competencies Focus</b>	<p>The Accounting Department at El Camino College offers a wide range of accounting classes aimed at transferring to a four-year college or university or for career advancement.</p> <p>Students will learn analytical skills and develop the background they need for successful careers in public, private, and governmental accounting. They will also be able to organize, create, update, and maintain financial information for a variety of organizational needs.</p> <p>Accounting students will learn to develop and compile accounting information and then communicate that data for planning use, control, analysis, performance evaluations, and other functions.</p> <p>After completing the degree program or the certificate program at El Camino College, students will be qualified to work in general accounting, budgeting, cost accounting, and as paraprofessionals in public accounting.</p> <p>New Certificates include:</p> <ul style="list-style-type: none"><li>- Accounting Certificate of Achievement – CPA Track</li><li>- Accounting Certificate of Achievement – Tax Preparation</li><li>- Accounting Certificate of Achievement – Clerical</li></ul>
<b>Cohort Size</b>	988 students are enrolled in Spring 2020 Accounting courses

For more information, contact Dr. Virginia Rapp, Dean of Business Division at (310) 660-3770 or [BusinessEducation@elcamino.edu](mailto:BusinessEducation@elcamino.edu).



## Glendale Community College

<b>Program Name(s)</b>	Accounting Certificate Program
<b>Website</b>	<a href="https://www.glendale.edu/academics/degree-certificate-programs/certificate-programs/accounting">https://www.glendale.edu/academics/degree-certificate-programs/certificate-programs/accounting</a>
<b>Competencies Focus</b>	Upon completion of this certificate program, students will be able to demonstrate the ability to read and understand the contents of a corporation's annual report. Students will be composing entry-level correspondence and respond to correspondence initiated by others. Students will be able to create, edit, and print worksheets using formulas and statistics, date and time, financial and logical functions to solve business information.

For more information, contact Rebecca Robins at [rrobins@glendale.edu](mailto:rrobins@glendale.edu).



## Long Beach City College

<b>Program Name(s)</b>	Accounting Degree and Certificate of Achievement
<b>Website</b>	<a href="https://www.lbcc.edu/accounting">https://www.lbcc.edu/accounting</a>
<b>Competencies Focus</b>	By studying Accounting, you will learn to prepare and interpret the financial data needed by management to run a business. You will be exposed to the operations of every department within an organization. Whether you want to work for a corporation, go into public accounting, work for the government or start your own business, Accounting will give you the tools necessary to be successful.

Accounting career opportunities include:

- Start your career in bookkeeping, Accounts Receivable, Accountants Payable or Payroll.
- Continue your education and earn the designation of Certified Public Accountant or Certified Management Accountant.
- Choose to work in any industry as all companies need accounting or choose to work in public accounting and get exposed to many different industries.
- Start your own business in tax preparation or bookkeeping.

For more information, contact Myke McMullen at [mmcmullen@lbcc.edu](mailto:mmcmullen@lbcc.edu).





## Los Angeles City College

<b>Program Name(s)</b>	Accounting Degree, Automated Accounting Technician Certificate, and Income Tax Skills Certificate
<b>Website</b>	<a href="https://www.lacitycollege.edu/Departments/Business-Admin/Degrees-Certificates">https://www.lacitycollege.edu/Departments/Business-Admin/Degrees-Certificates</a>
<b>Competencies Focus</b>	<p>Associate of Arts Degree in Accounting:</p> <ul style="list-style-type: none"><li>- Prepare a set of financial statements for a sole proprietorship form of business.</li><li>- Complete a job order cost accounting practice set for a manufacturing company using a general ledger accounting software.</li><li>- Complete a comprehensive, computerized accounting project for a merchandising business.</li><li>- Assemble a comprehensive payroll project, utilizing a given scenario and data set.</li><li>- Construct and format a slide presentation and worksheet that is appropriate to the given audience and purpose, utilizing Microsoft PowerPoint and Excel.</li></ul> <p>Automated Accounting Technician Certificate:</p> <ul style="list-style-type: none"><li>- Complete a comprehensive, accounting project for a merchandising business applying the concepts of Notes Payable, Notes Receivable, Plant and Equipment, Inventory, and Billing and Payroll, as appropriate, by utilizing Peachtree Accounting software.</li><li>- Complete a comprehensive, accounting project for a merchandising business by utilizing QuickBooks accounting software.</li><li>- Prepare a federal tax return as it relates to a given case for a federal or state income tax return.</li></ul> <p>Income Tax Skills Certificate:</p> <ul style="list-style-type: none"><li>- Work collaboratively, professionally, ethically, and with fiduciary responsibility to prepare taxes following a professional code of conduct.</li><li>- Utilize tax preparation and financial software to prepare individual and small business income tax returns.</li></ul>

For more information, contact David Akopyan at [akopyad@laccd.edu](mailto:akopyad@laccd.edu).



## Los Angeles Harbor College

<b>Program Name(s)</b>	Accounting Degree and Accounting Clerk Certificate
<b>Website</b>	<a href="http://www.lahc.edu/classes/business/accounting.html">http://www.lahc.edu/classes/business/accounting.html</a>
<b>Competencies Focus</b>	Students will gain skills necessary for employment in entry-level positions such as bookkeeper, accounting clerk, or assistant auditor. Skills required for maintaining records, controlling finances, and preparing financial reports are taught.

For more information, contact Priscilla Lopez at [lopezpa@lahc.edu](mailto:lopezpa@lahc.edu).



## Los Angeles Mission College

<b>Program Name(s)</b>	Certificate of Achievement in Accounting
<b>Website</b>	<a href="https://www.lamission.edu/Careers/Accounting.aspx">https://www.lamission.edu/Careers/Accounting.aspx</a>
<b>Competencies Focus</b>	<p>The Certificate of Achievement in Accounting is designed for students who wish to develop specific accounting skills for use in the workplace or further academic studies.</p> <p>The program provides students with a combination of conceptual understanding and hands-on skills. Topics will include fundamental financial and managerial accounting concepts and application, overview of taxation and return preparation, and applications using accounting and financial software.</p> <p>Program Learning Outcomes:</p> <ul style="list-style-type: none"><li>- Apply accounting concepts and principles to support financial and managerial accounting analysis</li><li>- Utilize critical thinking skills, together with ethical values, to evaluate accounting and financial decisions</li></ul>

For more information, contact Marla Uliana at (818) 833-3327 or [UlianaMR@laccd.edu](mailto:UlianaMR@laccd.edu).



## Los Angeles Pierce College

<b>Program Name(s)</b>	Business Department
<b>Website</b>	<a href="http://www.piercecollege.edu/departments/business_administration/index.asp">http://www.piercecollege.edu/departments/business_administration/index.asp</a>
<b>Competencies Focus</b>	<p>While there is not a separate accounting department, Pierce includes all the different disciplines into one Business Department.</p> <p>The central focus of the Business Department at Pierce College is twofold:</p> <ol style="list-style-type: none"><li>1. Help students earn one of the several business certificates offered by the department</li><li>2. Prepare students for transfer into a University-level business degree program</li></ol>
<b>Cohort Size</b>	<p>The Business Department has an enrollment of about 1500 students per semester with about 15-20 sections of Accounting courses.</p> <p>Pierce awards about 1800 degrees and 900 certificates per year.</p>

For more information, contact Robert P. Foster, MBA, M.Ed., CPA at [fosterrp@piercecollege.edu](mailto:fosterrp@piercecollege.edu).



## Mt. San Antonio College

**Program Name(s)** Accounting Degree, Accounting Certificate, Bookkeeping Certificate, Payroll Certificate, Computerized Certificate, Financial Planning Certificate, Managerial Accounting Certificate, and Tax Preparation Certificate

**Website** <https://www.mtsac.edu/accounting/>

**Competencies Focus** The Accounting program at Mt. SAC will help prepare the student for jobs in various fields by acquiring skills in the following:

- QuickBooks general ledger software
- Excel for accounting
- Interpretation and preparation of financial reports
- Tax planning and preparation
- Cost accounting, budgets and forecast
- Financial planning and analysis
- Inventory and asset management
- Payroll
- Accounts receivable and accounts payable

Students will strengthen their knowledge of accounting laws and regulations, which will benefit any student who wants to work for or own a business.

For more information, contact Brenda Domico at [bdomico@mtsac.edu](mailto:bdomico@mtsac.edu).



## Rio Hondo College

<b>Program Name(s)</b>	Accounting
<b>Website</b>	<a href="https://www.riohondo.edu/business/accounting">https://www.riohondo.edu/business/accounting</a> Volunteer Income Tax program website: <a href="https://www.riohondo.edu/business/accounting/vita-volunteer-income-tax-preparation/">https://www.riohondo.edu/business/accounting/vita-volunteer-income-tax-preparation/</a>
<b>Competencies Focus</b>	The Accounting program prepares students for employment and advancement opportunities in business and industry. Courses offered focus on skills demanded of the modern accountant, such as fundamental financial and managerial accounting concepts, computerized accounting software, tax theory and practice, payroll, and many others.

For more information, contact Jeannie Liu at (562) 463-7358 or [jliu@riohondo.edu](mailto:jliu@riohondo.edu).



## Santa Monica College

<b>Program Name(s)</b>	Accounting
<b>Website</b>	<a href="http://www.smc.edu/accounting">http://www.smc.edu/accounting</a>
<b>Competencies Focus</b>	Include: <ul style="list-style-type: none"><li>- Accounting Transfer Preparation</li><li>- General Accounting</li><li>- CPA Track</li><li>- Tax</li></ul>
<b>Cohort Size</b>	Annual Accounting course enrollment is approximately 5,100 students
<b>Hiring Timeframe</b>	Year-round

For more information, contact Sal Veas at (310) 434-4295 or [businessdepartment@smc.edu](mailto:businessdepartment@smc.edu).



## West Los Angeles College

<b>Program Name(s)</b>	Accounting Degree and Certificate
<b>Website</b>	<a href="http://www.wlac.edu/Business/Accounting.aspx">http://www.wlac.edu/Business/Accounting.aspx</a>
<b>Competencies Focus</b>	<p>The Associate of Arts degree in Accounting is primarily designed for vocational education and workforce training/development. The curriculum is not aligned with course requirements for transfer to a specific major at a four-year college or university.</p> <p>This program is designed to prepare the student for entry into the business community in such entry-level positions as bookkeeper, accounting clerk, or assistant auditor. Skills required for maintaining records, controlling finances, and preparing financial reports are taught.</p>

For more information, contact Gerald Ludwig at (310) 287-4434 or [Ludwiger@wlaac.edu](mailto:Ludwiger@wlaac.edu).

To learn more about their Business Program, click here: <http://www.wlac.edu/Business/index.aspx>. The Associate of Arts degree in Business provides a broad background of business knowledge which can be applied in most businesses, with a strong focus on vocational education and workforce training and development.