

Robert Smith

Senior Tax Analyst

CONTACT DETAILS

1737 Marshville Road,
Alabama
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PERSONAL STATEMENT

One year of experience as a Sr. Tax Analyst is seeking to contribute finance and accounting skills and experiences while collaborating with a team that enhances organization success. Excellent analytical skills, strong decision-making skills and strong organizational skills along with the ability to meet deadlines.

WORK EXPERIENCE

Senior Tax Analyst

Cbre - May 2017 - Present

Responsibilities:

- Preparing estimating tax payment and tax return extension calculations. Reviews estimated tax payment vouchers and tax return extensions.
- Preparing and reviewing various domestic and international tax returns and related documents.
- Assisting in domestic audits by collecting information to provide to the auditors.
- Assisting in the domestic tax analysis used in the tax provisions by updating the annual deferred tax assets schedules.
- Assisting in responding to tax notices from various domestic tax agencies.
- Interpreting and complying with state, local and international statutes, regulations, and legislation.
- Preparing and/or reviewing indirect tax filings for managed properties.

Tax Accountant III

Bank Of America - February 2017 - April 2017

Responsibilities:

- Reviews and prepares moderately to complex individual federal and state tax returns for high net worth clients.
- Delivers accurate and timely client tax information. Calculates, document and validate tax files, remittances and ensures accurate settlement of daily tax deposits when necessary.
- Performs tax administration responsibilities required of assigned accounts include tax code research, GST review, tax return preparation and trust accounting and tax systems maintenance; account status change tax review and action.
- Provides technical tax expertise to meet the needs of clients in support of the integrated delivery of products and services.
- Works closely with personal tax solutions (pts) and other client team members coordinating service fulfillment and expanding relationships.
- Perform special projects that are designed to explore ways of managing and reducing the number of amount of notices that come in.
- Remains current on / and researches any tax withholding law changes, regulations and requirements.

SKILLS

BNA Fixed Assets, CCH IntelliConnect, CorpTax Administrator, ACROBAT, FAS - Fixed Assets, Microsoft SharePoint, And Microsoft Office.

LANGUAGES

English (Native)
French (Professional)
Spanish (Professional)

INTERESTS

Climbing
Snowboarding
Cooking
Reading

REFERENCES

Reference - 1 (Company Name)
Reference - 2 (Company Name)

Education

Master Of Business Administration in Project Management - October 2015(Ashford University - Clinton, IA)Bachelor Of Science Degree in Finance - May 2014(Alabama A&M University - Normal, AL)