



EVELYN WHITE

Tax Specialist

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PROFESSIONAL SUMMARY

Tax Specialist with two years of experience in tax compliance and preparation, adept at interpreting regulations and ensuring accurate filings. Skilled in identifying tax-saving opportunities and enhancing client satisfaction. Enthusiastic about applying my analytical abilities and commitment to precision in delivering effective tax solutions.

WORK EXPERIENCE

Tax Specialist

Pineapple Enterprises

📅 Mar / 2024-Ongoing

📍 Santa Monica, CA

1. Prepared and filed various tax forms including 1065s, 1120s, and state returns.
2. Processed external K1 tax return forms, ensuring accuracy and compliance.
3. Managed timely submission of tax extensions, adhering to federal deadlines.
4. Organized client data for efficient review and preparation of tax documents.
5. Collaborated with supervisors to clarify complex tax issues and support tax filings.
6. Cleared diagnostics, submitted returns, and managed rejections effectively.
7. Communicated completion of tax returns to engagement teams promptly.

Tax Specialist

Cactus Creek Solutions

📅 Mar / 2023-Mar / 2024

📍 Phoenix, AZ

1. Conducted in-depth research on tax laws to ensure compliance and optimal client outcomes.
2. Engaged with clients to collect necessary information and discuss tax strategies.
3. Reviewed and completed tax forms with a focus on accuracy and compliance.
4. Performed audits on client tax records to identify discrepancies and ensure correctness.

EDUCATION

Bachelor of Science in Accounting

University of Central Florida

📅 Mar / 2022-Mar / 2023

📍 Denver, CO

Acquired foundational knowledge in accounting principles, taxation, and financial management.

SKILLS

Budgeting Skills



Communication Skills



Ethical Standards



Tax Liability Assessment



Continuous Learning



INTERESTS

🔧 Woodworking

🌠 Star Gazing

★ Theatre

🏗 Architecture

STRENGTHS

😊 Politeness

🚩 Determination

🚀 Ambition

✅ Dedication

LANGUAGES



English



Mandarin



Italian

ACHIEVEMENTS

- ★ Successfully reduced client tax liabilities by an average of 15% through strategic planning.
- ★ Streamlined tax return processes, decreasing preparation time by 20%.