

Aria Patel

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SUMMARY

Dedicated and detail-oriented Senior Tax Preparer with over 8 years of experience in tax compliance and planning. Proven track record in optimizing tax processes and increasing client satisfaction through expert knowledge of tax laws and regulations.

EXPERIENCE

Senior Tax Preparer

Jan 2022 - Present

Tax Solutions Inc., Los Angeles, CA

- Increased client tax refunds by an average of 15% through meticulous tax planning strategies.
- Reduced processing time for tax returns by 30% through the implementation of efficient workflows and software.
- Mentored junior staff, improving their technical skills and enhancing team performance.

Tax Analyst

Jun 2018 - Dec 2021

Reliable Accounting LLC, San Diego, CA

- Successfully managed a portfolio of over 150 clients with a 98% satisfaction rate.
- Developed a new client onboarding process that reduced time spent on initial consultations by 40%.
- Conducted tax research that identified \$200,000 in savings for clients through applicable credits and deductions.

Junior Tax Preparer

Jul 2015 - May 2018

ABC Tax Services, Los Angeles, CA

- Assisted in preparing over 300 individual and small business tax returns with a 95% accuracy rate.
- Participated in tax workshops and training sessions, enhancing knowledge of evolving tax laws.
- Streamlined document collection process, improving client response time by 20%.

EDUCATION

Bachelor of Science in Accounting

May 2018

University of Southern California, Los Angeles, CA • GPA: 3.7

SKILLS

Technical Skills: Tax Compliance, Tax Planning, Financial Analysis, Regulatory Research

Tools & Frameworks: Intuit ProConnect, H&R Block Tax Software, QuickBooks, Microsoft Excel