

Richard Wills

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Career Goal: To become a successful and respected tax Accountant.

Career Summary: An accomplished and successful career in the field of financial accounting for a respected financial service organization in Massachusetts that began in Washington State.

Summary of Skills:

- Proficiency in the preparation of individual tax returns with all provisions for pension plans, tax deductions and so forth.
- Vast experience of the global business environment at a macro level.
- Ability to critically review and research tax issues to resolve them practically.
- More than 9 amazing years of experience in the accountancy and taxing industry.
- Excellent administrative, organizational and communication skills.
- Thoroughly adept in preparing corporate taxes and the specifics of a 401k plan.
- Full understanding regarding the computer applications pertaining to taxation.

Work Experience

P& B Distributors, Seattle, WA. (2006 - Present)

Designation: Accounting/Tax Manager

Responsibilities:

- Management of all tasks in relation with the local, state and federal income tax, excise duty, property and transaction taxes.
- Preparation of all tax accruals and reconciliation of tax return balance sheets.
- Analyzing the payroll tax returns of all employees and making the necessary changes.
- Study the tax effects on the transactions of P&B and offer that department advice in the investment and diversification plans or establishment of subsidiaries.
- Facilitating the implementation of tax law changes in the policies and procedures of the P&B.
- Assisting Human Resources in the allocation of the additional perks and benefits of the employees.
- Evaluation of the financial position and status of the company and to attend audit meetings.

Fidelity Estates, Seattle, WA. (2004– 2006)

Designation: Tax Accountant

Responsibilities:

- Organized the tax related functions as a separate entity and delegated all research and analysis work to tax functions to organize this entity.

- Enhanced the company's benefits package to insure everyone has a satisfying benefits package.
- Trained the junior tax preparers on the new computer software and increased the efficiency by our department by 18%.

Tax Accountant, Seattle, WA. (2001-2004)

Designation: Trainee /Tax Accountant

Responsibilities:

- Preparation of the individual, partnership and corporate income tax returns.
- Engaged the financial projections, interstate taxation and business valuations with the assistance from the Senior Tax Accountant.
- Participated in the completion of the tax returns with a specialization in pension plans, nonprofit organizations, farms and multi-state corporations.

Educational Profile

- Masters in Business/Accounting; University of Washington, 2002
- Bachelor's degree in Finance, Gonzaga University in 1998

Technical Skills

Word Perfect, Lotus, Excel, ProComm Plus, Ami Pro, Spreadsheet Auditor, and Flowcharting III.