

MICHAEL ANDERSON

Tax Legal Associate

- San Francisco, CA
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Versatile legal associate with a specialization in tax law, possessing over three years of experience in providing strategic tax planning and compliance advice to clients. Skilled in analyzing complex tax regulations and assisting clients in navigating audits. Proven ability to draft tax-related documents and represent clients before tax authorities. Known for strong analytical skills and attention to detail, ensuring clients receive accurate and comprehensive legal advice.

WORK EXPERIENCE

Tax Legal Associate | Tax Solutions LLC

Jan 2022 – Present

- Provided tax planning advice to corporate clients.
- Drafted responses for tax audits and inquiries.
- Researched tax law changes and implications for clients.
- Assisted in preparing tax returns and related documentation.
- Represented clients in disputes with tax authorities.
- Maintained meticulous records of client interactions and case progress.

Legal Intern | Global Tax Advisors

Jul 2019 – Dec 2021

- Assisted in drafting tax-related legal documents.
- Conducted research on tax regulations and compliance issues.
- Supported attorneys in preparing for client consultations.
- Maintained organized records of tax filings and communications.
- Participated in client meetings to discuss tax strategies.
- Engaged in training sessions on tax law updates.

SKILLS

Tax Law

Compliance

Legal Research

Client Representation

Tax Planning

Audits

EDUCATION

Juris Doctor

2015 – 2019

Georgetown University Law Center

ACHIEVEMENTS

- Successfully reduced clients' tax liabilities by an average of 25%.
- Awarded 'Outstanding Intern' by Global Tax Advisors.
- Developed a tax compliance checklist adopted by multiple clients.

LANGUAGES

English

Spanish

French