



MICHAEL ANDERSON

Nonprofit Tax Specialist

Innovative Tax Associate with a comprehensive background in nonprofit tax compliance and reporting. Recognized for a deep understanding of tax regulations affecting charitable organizations, ensuring compliance while optimizing tax benefits. Expertise in preparing Form 990 and other related filings, providing strategic tax advice to nonprofit clients. Proven ability to conduct thorough tax audits and implement corrective actions to enhance compliance.

CONTACT

- (555) 234-5678
- michael.anderson@email.com
- San Francisco, CA

EDUCATION

Bachelor of Science in Accounting

University of Florida
2017

SKILLS

- Nonprofit tax compliance
- Form 990 preparation
- Tax strategy
- Audit support
- Client education
- Analytical skills

LANGUAGES

- English
- Spanish
- French

WORK EXPERIENCE

Nonprofit Tax Specialist

2020-2023

Charity Tax Advisors

- Advised nonprofit organizations on compliance with federal and state tax regulations.
- Prepared and filed Form 990 and related tax documents for various charities.
- Conducted audits of nonprofit financial records to ensure compliance.
- Educated clients on tax implications of fundraising activities.
- Developed tax compliance checklists tailored for nonprofit organizations.
- Utilized specialized software to enhance efficiency in nonprofit tax preparation.

Tax Associate

2019-2020

Nonprofit Solutions Group

- Assisted in preparing tax returns and compliance filings for nonprofit clients.
- Conducted reviews of financial statements for accuracy and compliance.
- Supported senior consultants in tax audits and compliance initiatives.
- Maintained updated knowledge of nonprofit tax legislation changes.
- Participated in client meetings to discuss tax strategies for nonprofits.
- Developed educational materials for nonprofit organizations on tax compliance.

ACHIEVEMENTS

- Successfully ensured 100% compliance for all nonprofit clients during audits.
- Recognized for excellence in nonprofit tax service delivery.
- Developed a comprehensive training program for nonprofit clients on tax compliance.