



MICHAEL ANDERSON

Tax Operations Manager

Proficient Tax Reporting Specialist with a strong focus on operational efficiency and risk management in tax compliance. With over seven years of experience in the financial services sector, excels in leveraging technology to enhance reporting processes and mitigate compliance risks. Known for the ability to analyze complex tax data and provide actionable insights for strategic planning.

WORK EXPERIENCE

Tax Operations Manager 2020-2023

Wealth Management Advisors

- Oversaw the tax operations team in the preparation of annual tax returns.
- Implemented process improvements that increased efficiency by 20%.
- Conducted risk assessments to identify compliance vulnerabilities.
- Collaborated with IT to develop a tax reporting software solution.
- Reviewed tax documentation for accuracy and compliance with regulations.
- Provided strategic insights to senior management on tax-related issues.

Tax Compliance Analyst 2019-2020

National Financial Group

- Assisted in the preparation and submission of corporate tax filings.
- Analyzed tax data to ensure compliance with federal and state regulations.
- Coordinated with external auditors during tax audits.
- Maintained detailed records of tax transactions and communications.
- Developed compliance checklists to guide preparation processes.
- Provided training on tax compliance to new employees.

ACHIEVEMENTS

- Enhanced tax reporting processes, resulting in a 25% reduction in processing time.
- Received recognition for outstanding leadership in tax compliance initiatives.
- Successfully led a project that improved data accuracy in tax reporting.

CONTACT

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EDUCATION

Bachelor of Science in Accounting

University of Texas
2016-2020

SKILLS

- Operational efficiency
- Risk management
- Tax compliance
- Data analysis
- Software implementation
- Team collaboration

LANGUAGES

- English
- Spanish
- French