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| Amanda guajardo, Cpaincome tax manager |
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|  | Phone |  | 979-204-0576 |  | Email |  | ­­­­­­­­ amandac.guajardo@gmail.com |  |  |  |  |  | Website |  | www.linkedin.com/in/acguajardo |
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| Experience |  | objective |
| BDO USA LLP, Dallas, TX Experienced Tax Manager – August 2022 – July 2025* Supervised staff in the preparation and review of corporate and partnership tax returns.
* Performed technical review of federal and state tax returns for clients across manufacturing, franchising, energy, healthcare, and technology industries.
* Reviewed tax provisions in accordance with ASC 740 reporting requirements, identifying and resolving technical issues to ensure accurate financial statement disclosures.
* Collaborated with clients to develop solutions for complex tax consulting matters, delivering timely, research-based guidance on intricate regulatory questions.
* Advised clients on federal and state tax notices and controversies, successfully reducing tax liabilities and penalties.
* Partnered with the tax technology team to implement and provide user feedback on the development of tax data storage software.
* Coordinated with cross-functional teams to deliver comprehensive, value-added service and seamless client experience.

Tax Manager – August 2021 – August 2022 * Planned, budgeted, staffed, and managed tax engagements, overseeing project timelines and deliverables to ensure efficient and high-quality service.
* Conducted technical reviews and advised on reporting positions
* Mentored staff as a designated Career Advisor, providing technical training, feedback, and career advancement guidance.

Experienced Tax Senior – August 2020 – August 2021 * Conducted detailed tax return review of complex tax issues
* Prepared tax provisions under ASC 740 reporting

Tax Senior – February 2020 – August 2020* Documented and effectively communicated all significant tax positions
* Mentored and provided feedback to tax associates

Experienced Tax Associate – April 2018 – February 2020* Identified and communicated book-to-tax differences

Tax Intern – May 2017 – September 2017* Prepared basic tax returns using tax preparation software to meet internal and external deadlines

Experienced Audit Associate – August 2017 – April 2018* Worked in teams to reasonably assure no risk of material misstatement in private and public financial statements

Audit Associate – September 2016 – August 2017* Performed analytical procedures and substantive tests for public and non-public companies under PCAOB and AICPA guidelines

Audit Intern – January 2015 – March 2015* Applied audit methodology to validate and assess various control systems under GAAP reporting
 |  | My objective is to contribute my expertise in tax planning, ASC 740 provision, and tax compliance to support the growth and success of the tax & accounting departments and ensure timely and accurate preparation and filing of returns, as well as managing the tax provision review process. **EDUCATION** **The University of Texas at Dallas** Richardson, Texas*Master of Science in Accounting*Graduated May 2016*Bachelor of Science in Accounting*Graduated May 2015Other certifications & memberships* Licensed in Certified Public Accountancy in state of Texas
* Former Co-Leader of BDO Dallas PRIDE Alliance
* Member of Women Finance Exchange
* Member of Dallas Association of Finance Professionals
* Member of Women’s Energy Network
* Member of the American Institute of Certified Public Accountants
* Member of Texas Society of Certified Public Accountants
* Member of the North Texas LGBT Chamber of Commerce
* Member of the Oak Cliff Chamber of Commerce
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