## Herbert Jiminez

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**Objective:** Interested in a position as a Senior Tax Accountant with a reputed firm where I can put to use my experience and expertise in tax accountancy.

## Experience: DMC Sales Corp Senior Tax Accountant

New York, NY 2010 to Present

- Prepared and managed tax reports based on federal tax laws.
- Filed federal and state tax returns for the organization and calculated annual, half yearly and quarterly tax estimates.
- Prepared and maintained various tax statements and tax reports according to tax laws.
- Managed a team of 5 tax accountants and junior accountants.
- Responsible for keeping tax calendar current for due date list to meet deadlines
- Performed account analysis based on previous and current tax statements and accounting reports, and presented the findings to the board of directors.
- Analysed financial information to assist with FAS 109, FIN 48 and Tax analysis by external auditor and legal advisors
- Oversaw internal tax audits performed by the tax accountancy team and shared reports with the board.

	Clayton Financial Services Pvt Ltd <b>Tax Accountant</b>	New York, NY 2005 to 2010
	<ul> <li>Analysed and researched tax reports according to accounting principles.</li> </ul>	
	Prepared and maintained Federal, state/local tax returns.	
	<ul> <li>Prepared and maintained Corporate, Partnership and S-Corp tax returns.</li> </ul>	
	<ul> <li>Prepared tax planning and periodic cash flow tax projections and presented to the management.</li> <li>Prepared reviewed and maintained tax statements and reports.</li> </ul>	
Education:	State University of New York	New York, NY
	Masters Degree in Accountancy	2009
	State University of New York	New York, NY
	Bachelors degree in Accountancy	2005
Key Skills:	Expertise in state and federal income tax, property and sales tax laws.	
	Experienced in S corp, partnership and corporate, tax preparation	

Working knowledge - FASB 109 and FIN 48, GAAP, SEC and

Sarbanes Oxley requirements. Proficient in the use of Atlas Tax, Corptax, Automate Tax applications, Books, Great Plains and Microsoft -Excel, Access

**References:** Available upon request