**Richard D. Morin**

4660 Hiddenview Drive

Cleveland, OH 44106

Phone: 216-183-9271

Email: richard.morin@anymail.com

**Career Summary:**

Highly-motivated, experienced and certified Tax Accounting professional with extensive background of handling tax-related duties for clients from different fields. Adept at maintaining updated knowledge about the income tax laws and familiar with various taxation procedures. Capable of reconciling financial statements and suggesting lawful alternatives for tax exemption. Outstanding team player, communicator, and adept at helping clients for staying away from legal issues.

**Summary of Skills:**

* Sound up-to-date knowledge of federal, state and local tax laws as well as in-depth understanding of filing income tax returns
* Adept at preparing financial statements and assisting auditors during year-end closing
* Familiar with taxation calculations and various accounting software along with operational knowledge of computer applications such as MS Office Suit, and accounting software
* Expertise in performing analysis of financial reports, and doing necessary reconciliations
* Exceptional mathematical, organizational, and time management skills
* Excellent interpersonal and communication skills

**Work Experience:**

Tax Accountant

Crawford Pimento Corporation, Cleveland, OH

December 2016 – Present

* Preparing annual tax returns for 20+ real estate clients, including LLP or LLC's
* Calculating earnings and tax calculations for individuals and corporate clients
* Reviewing past tax returns, and filling current ones
* Assisting accounting team with tax accruals and yearly financial auditing
* Assisting clients in preparing business plans, and mapping progress
* Performing journal entries, reconciling of balance sheets, and submitting income tax returns

Junior Tax Accountant

Crawford Pimento Corporation, Cleveland, OH

March 2013 – November 2016

* Took responsibility for balancing, maintaining tax ledger accounts, and assisted in the resolution of long-outstanding issues
* Performed miscellaneous duties like month-end closing reconciliations, and posting journal entries as needed by the team
* Recognized, anticipated and resolved tax issues by answering client questions and providing recommendations when necessary
* Took responsibility for daily, weekly and monthly reporting activities regarding accounts payable transactions or check processing
* Coordinated with the team to post all accruals and payment entries in the accounting software to keep the client data accurate
* Assisted clients in filing income tax returns, and resolved their doubts related to the process

Entry level Tax Accountant

Withum Financial Services, Cleveland, OH

June 2010 – February 2013

* Assisted in the preparation of income tax returns for local, state and international clients
* Performed necessary research for concerned client cases to assist with the information request from federal and state regarding annual tax papers
* Assisted clients in documenting their financial statements
* Completed assigned projects before deadline, and assisted with the tax audits of 50+ clients for financial year closing
* Entered the information regarding clients, and tax status using software to keep the company database updated
* Took responsibility to file state annual franchise tax returns including reinstatement and withdrawals for clients as instructed by the senior management

**Education:**

* Master's Degree in Accounting (Specialization in Taxation)   
  Cleveland State University, Cleveland, OH   
  2010
* Bachelor's Degree in Accounting  
  Cleveland State University, Cleveland, OH   
  2008

**Certification:**

* Certified Public Accountant, 2011

**Reference:**

On request.