

## **RECENT EXPERIENCE**

**Eagle Tax** (1/2010 – Present) Bridgeport, CT - Income Tax Preparer/Office Manager  
Preparing and filing personal income tax returns, federal and multi-state, Developing business processes and procedures from the ground up, Developing and maintaining client databases  
Tax research and continuing self-education

**Nick's Precision Automotive** (4/2010 – 4/2011) Fairfield, CT - Full Charge Bookkeeper  
Auditing prior years' financial data including fixed assets and liabilities, performing day-to-day bookkeeping tasks including A/P, A/R, inventory, and payroll, State and Federal payroll taxes and corporate income taxes, Fixed asset management, Group healthcare plan administrator, Human resources, Financing, Various special assignments as assigned

**Bruce Wazorko Jr., CPA, LLC** (1/2009 - 5/2009) Plainville, CT - Tax Intern  
Prepared and processed federal and state individual, estate and trust income tax returns, Assisted with special projects and tax research issues, Processed vender invoices and other A/P tasks, Handled A/R invoicing and receiving, Maintained files for over 300 clients, Heavy phones, filing, calendar, and other administrative duties

## **EDUCATION**

Southern New Hampshire University  
Accounting/Finance  
Anticipated Graduation: December, 2011

## **AFFILIATIONS**

American Mensa: Member  
Phi Theta Kappa: Alumni  
CSCPA: Pledge

## **REFERENCES**

Jim Costenbader, Owner, EagleTax  
Phone Number: 203-470-4734  
Reference Type: Professional

Yarelis Valle, Manager, NII Insurance  
Phone Number: 203-522-8343  
Reference Type: Professional