
Property Tax Consultant Resume

Job Objective

To obtain a Property Tax Consultant position in a highly reputed organization.

Areas of Excellence:

- Remarkable experience in direct property tax consulting
 - Huge knowledge of Chartered Accounts
 - Proficient with tax software and MS Office
 - Familiarity with property tax procedures, financial statements and accounting principles
 - Good understanding of property tax procedures
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Professional Experience:

Property Tax Consultant
Moon, Visalia, CA
August 2005 – Present

- Managed visits to client facilities and municipal offices.
- Aided consultants and management.
- Participated in hearings on behalf of clients.
- Handled research with regard to business development activities.
- Coordinated with manager in daily client service activities.
- Formulated proposals for client meetings.

Property Tax Consultant
Violet, Inc., Visalia, CA
May 2000 – July 2005

- Aided as mentor and coordinated with client.
 - Formulated returns and valuation analysis for appeals.
 - Administered staff in submitting accurate Property Tax.
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Education:

Bachelor's Degree in Accounting
Loyola Marymount University, California, CA

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