
TAX LAWYER RESUME

Job Objective:

Tax Lawyer with great negotiating, communication, and analyzing skills seeking employment in your firm.

Highlights of Qualifications:

- Extensive experience with corporate tax, partnership tax and estate planning
 - Thorough knowledge of corporate and partnership income tax
 - Deep knowledge of commodity, security and financial products
 - Familiarity with international markets, GAAP, US tax planning
 - Proficient with basic financial reporting procedures
 - Immense ability to perform tax planning operations
 - Outstanding ability to perform legal negotiations
 - Remarkable ability to build positive working relationships with clients
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Professional Experience:

Tax Lawyer
Gibson Arnold & Associates, Inc., Sugar Land, TX
August 2007 – Present

Responsibilities:

- Addressed complex tax issues.
 - Managed risk assessment and mitigation activities.
 - Handled legal research and analysis for assigned cases.
 - Maintained tax records.
 - Assisted in tax calculations and filings within deadlines.
 - Educated clients about updated federal and state tax laws.
 - Maintained all tax information confidential.
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Tax Lawyer
Messner & Reeves, LLC, Sugar Land, TX
May 2004 – July 2007

Responsibilities:

- Prepared tax memoranda and other legal documents.
 - Coordinated with outside counsel for tax matters.
 - Drafted protests and appeals to be filed in the court of law.
 - Managed budgets and handled vendor billings.
 - Worked with Tax Planners to resolve tax issues.
 - Ensured that all tax operations are in compliance with government laws.
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Education:

Master's Degree in Tax Law
Los Angeles City College, Los Angeles, CA

Bachelor's Degree in Law
Concord University, Athens, WV

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