

Ivan Breytenbach

Tax Administrator

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Diligent, detail-oriented and experienced Tax Administrator offering solid understanding of legal and regulatory issues surrounding all tax activities. Talented in applying tax legislation in order to debate assessments and other tax affairs.

Skills

Understanding of Tax legislation
Legal Debate on Tax Legislation
Deduction legitimacy
Tax code interpretation
Use of Technology in Financial Context



Work History

2021-01 - Current

Tax Administrator

Raakvatters Accounting, Pretoria

- Assisted in managing assessments of all forms of tax, both personal and individual
- Prepared and reviewed tax returns in accordance with applicable tax laws.
- Researched and analyzed tax developments and applications to specific business situations.
- Recommended financial solutions in relation to tax implications.
- Responded to taxpayer questions and helped individuals complete and file tax documentation.
- Processed tax payments, set up payment plans and worked with delinquent taxpayers to resolve issues.
- Professionally negotiated and dealt with taxpayers in confrontational situations.
- Interpreted and applied tax laws for personal and corporate taxes.
- Submitted several disputes and handled reviews for scope of tax types.
- Submitting over 138 tax returns every filing season as part of one, or maximum two man team
- Implemented various systems to improve efficiency of tax affairs

2018-09 - 2020-12

Sales Trainer

Perfectly Practical Technology, Pretoria

- Assessed training program effectiveness on regular basis and improved upon deficient areas.
- Managed recruitment, training and development for highly effective sales team.
- Designed and implemented sales training program and documentation.
- Collaborated with Human Resources to facilitate recruitment promotion at job fairs and other community events.

2017-12 - 2018-08

Sales Consultant

Vodacom, Pretoria

- Used consultative sales techniques to understand customer needs and recommend relevant products and services.
- Maximized customer retention by resolving issues quickly.
- Improved sales by managing sales lifecycle from lead generation through contract negotiations and closings.
- Created detailed sales presentations to communicate product features and market data.
- Applied knowledge of market and full range of innovative and unique products to meet customer needs, expanding company's customer base.
- Broke several sales records during time, was top-selling agent

Education

2014-01 - 2015-12

High School Diploma

Highschool Garsfontein - Garsfontein, Pretoria, South Africa

2021-01 - Current

CPD Programs: Taxation

SAIT & SAICA CPD Programs

2022-01 - Current

Certificate of Completion: Finance & Taxation

Short Courses - Online

2023-07 - Current

Bachelor of Commerce: Accounting And Finance

Regent Business School - Pretoria, South Africa

Software

Excel

Advanced

FreshDesk (Ticketing system)

Advanced

Law Library and other Research Websites

Advanced