**BENJAMIN GALIATSOS**

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144 Artisan Street

Chicopee, MA 01013

(413) 427-5821

**EDUCATION**

University of Massachusetts, Amherst, MA – Isenberg School of Management

**Master of Science in Accounting** December 2010

Cumulative GPA: 3.80

* CPA Eligible with Completion of 150 Credits December 2010

University of Massachusetts, Amherst, MA – Isenberg School of Management

**Bachelor of Business Administration in Accounting** May 2010

Springfield Technical Community College, Springfield, MA

**Associate Degree in Business Administration** May 2008

**EXPERIENCE**

**Accounting & Tax Service, Glenn A. Ladd, Chicopee, MA** January2012 - Present

* Prepared income tax returns for businesses and individuals
* Completed Tax Schedules A,B,C,D,E
* Consulted with clients to obtain proper tax information
* Addressed complex tax issues and tax deduction problems of client

**Demarche Construction, Longmeadow, MA** Spring 2011

***Private Contractor*** January2012

* Coordinate duties with the General Contractor consisting of businesses and home construction, remodeling, and new construction
* Administer training to other employees in the installation of framing, windows, doors, drywall, floors, stairs, roofing, tile, and counsel proper use of tools and safety techniques
* Organize work site in preparation for daily work schedule

**University of Massachusetts, Amherst, MA** Spring 2011

***Volunteer* *Income Tax Assistance Program (VITA)*** Spring 2010

* Prepared basic tax returns for low income tax payers
* Collaborated with clients to obtain accurate information before processing tax returns
* Facilitated co-workers in trouble shooting tax questions

**Pignatare & Sagan, LLC, West Springfield, MA** Spring 2009

***Intern – Introduction of Tax Preparation***

* Provided support for numerous duties including collating reports, filing information, faxing and organizing data
* Assembled 1040/1040EZ tax return accounts
* Analyzed and screened co-workers final tax returns

**SKILLS**

* Detail-oriented, efficient and organized professional with effective communication skills
* Strong analytical and problem solving skills
* In-depth knowledge of managerial accounting, corporate finance, and federal taxation
* Capable of managing multiple tasks simultaneously
* Proficient in Microsoft Office Suite 2007 & 2010 MS Word, Excel, Access, PowerPoint, ProSerious 2010 and 2011