Sir/Madam from Ernst and Young

I am writing to express my genuine interest in any opportunities in your tax advisory team in the following months. Please let me sum up my career life briefly.

I started my professional career working for the Department of Treasury (Commonwealth) as a tax policy analyst. It’s a technical role focusing on analytical and critical thinking about tax law and policy impact. Other responsibilities include preparing a draft measure for the federal budget and coordinating media release in a timely manner.

Thanks to the great networking opportunity provided by this role, I was hand-picked by the lead of Trust Taskforce to join his team in the ATO for the next few years till now.  He is an inspirational leader and encourages me to become his most innovative auditor. This role allows me to utilize tax expertise, forensic accounting skills and client engagement experience to design solutions for tax issues across various industries including primary products, labour hire services and IT.  Some audit cases involve cross-agency and cross-border operations. For the nature of these cases, I was deeply involved in communicating with internal and external stakeholders. The showcases I prepared, which were recognized for its brilliant visualization, were provided to stakeholders and led to successful cooperation among ATO, AFP, Immigration and AUSTRAC.

A key way to succeed as a tax expert is being inquisitive about the client’s business matters. Therefore on a daily basis, I have to look for clues scattered in thousands of acquired documents, which contain structured or unstructured raw data in various formats. The identified intelligence is maintained in spreadsheets containing over 100,000 records.  Advanced use of OCR techniques, data analysis and visualization tools (Excel pivot), customized database (MS Access) and document version control system are crucial weapons to survive the challenge.

Now I am seeking my next career move to tax advisory and consultancy in the private sector. My research shows EY has a great interest in digitalizing conventional tax audit practice and has a global mindset for providing tax advisory. I will learn and contribute in this supportive environment and bring my experience in public sector to your team.

I have a lot of stories about tax audits to share with you should I been given the opportunity.

Sincerely

Alice Mai