



Yash Shah

ENROLLED AGENT

EA

SKILLS

- Tax preparation
- Tax Review

TECHNICAL PROFICIENCY

- Taxation Software:
Drake, UltraTax, ProConnect,
ProSeries, Lacerte
- Document Management:
Microsoft Office Suite, Hubdoc,
Dropbox, Sharefile
- Task Management Tools:
Asana, Jetpack

PROFESSIONAL SUMMARY

Dedicated tax professional with 7+ years of experience in U.S. taxation, specializing in 1040 & 1120 tax.

Certified Enrolled Agent and Proficient in identifying tax savings, resolving complex tax issues, and ensuring compliance with IRS regulations.

Skilled in communicating effectively with CPAs and clients to streamline processes & ensure accurate documentation.

EDUCATION

Enrolled Agent Certification

Certified by the Internal
Revenue Service (IRS) – 2022

Bachelor of Commerce in

Accounting & Finance
Gujarat University – 2017

CONTACT



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Ahmedabad – 380007



PROFESSIONAL EXPERIENCE

Tax Senior

Escalon (Feb 2022 – Dec 2024)

- Prepared and reviewed corporate tax returns with precision and compliance.
- Identified tax-saving opportunities and optimized tax returns for maximum benefits.
- Managed tax filing processes, including monitoring statuses (accepted, rejected, transmitted) and re-filing rejected returns.
- Collaborated with CPAs and clients to gather required documents and resolve discrepancies.

Freelance Tax Preparer

(Sep 2021 – Jan 2022)

- Independently prepared and filed individual and corporate tax returns.
- Provided personalized tax solutions and addressed client-specific requirements.

Senior Tax Associate

Entegrity Offshore Staffing (Mar 2019 – Aug 2021)

- Reviewed and finalized tax returns, ensuring accuracy and compliance with IRS guidelines.
- Communicated with clients to obtain missing documents and clarify tax-related queries.
- Supervised junior associates and provided guidance on tax preparation processes.

Tax Associate

Entegrity Offshore Staffing (Oct 2017 – Oct 2018)

- Prepared individual and corporate tax returns, developing a strong foundation in U.S. taxation.
- Assisted in analyzing tax issues and recommending solutions to clients.

CORE COMPETENCIES

- Tax Preparation & Review (1040, 1120)
- Tax Optimization & Savings Identification
- Filing Status Management & Re-filing of Rejected Returns
- Client Communication & Documentation Management
- Compliance with IRS Regulations