

**MARY B. SMITH, CPA, MST**  
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**PROFESSIONAL  
EXPERIENCE**

September 2003  
to Present

**PricewaterhouseCoopers**

Chicago, Illinois

*Lead Tax Services Consultant*

- Prepare and review federal and state income tax returns, quarterly estimated tax calculations, and extension calculations for C Corporations, S Corporations, Partnerships, Individuals, and Trusts.
- Review provision to evaluate client's accounting for income taxes.  
*Net Result:* Ensure accurate reporting of current and deferred income tax expense on client's financial statements.
- Prepared and updated a model that compares the tax implications of operating as a C Corporation versus an S Corporation.  
*Net Result:* Client converted from a C Corporation to an S Corporation and reduced total income tax.
- Analyze S Corporation's monthly income projections to monitor its passive income.  
*Net Result:* S Corporation avoids taxes associated with excessive net passive income.
- Perform monthly billing analysis, draft client bills and engagement letters, and develop client budgets.  
*Net Result:* Identify out of scope billing opportunities when they arise allowing Partners to bill fees beyond engagement letter quotes.
- Serve as conduit between clients and taxing authorities by preparing written responses to tax notices and assisting clients with income tax audits.  
*Net Result:* Help clients minimize or avoid tax penalties, interest, and audit adjustments.
- Coordinate utilization of and work to develop tax staff in India.  
*Net Result:* Complete projects under budget.
- Work under demanding client driven time constraints and produce timely, accurate deliverables.  
*Net Result:* Increased client satisfaction.

**PROFESSIONAL  
DISTINCTION**

**Certified Public Accountant, State of Illinois, 2002**  
*Awarded upon first attempt*

**EDUCATION**

**Indiana University** Bloomington, Indiana  
*Master of Science in Accountancy, Specialization in Taxation*  
May 2003, GPA 3.75/4.00  
  
*Bachelor of Science in Accountancy, May 2002, GPA 3.685/4.000*  
Minor in Technology and Management

**COMPUTER SKILLS**

**Proficient in:** Microsoft Word, Microsoft Excel, Adobe Acrobat, GoSystems Tax, CCH Prosystems Tax, BNA Income Tax Planner

**Experience in:** CorpTax ETS, FAS Software, Microsoft Power Point, Microsoft Access

**OTHER EXPERIENCE**

June 2002 -  
August 2002

**Ernst & Young** Chicago, Illinois  
*International Assignment Services Intern*

- Prepared individual income tax returns for United States expatriates.
- Translated trial balance from functional currency to foreign currency and calculated the foreign currency translation adjustment.
- Conducted research on the international tax implications surrounding a company's employee stock option plan. *Net Result:* Creation of a power point presentation to be used in client's training program for its stock plan administrators.

June 2001 -  
August 2001

**KPMG** Chicago, Illinois  
*International Tax Intern*

- Prepared Information Return of United States Persons With Respect To Certain Foreign Corporations (Form 5471).
- Conducted research on various tax issues using CCH and LexisNexis.
- Performed complex spreadsheet manipulation using Microsoft Excel and Microsoft Access to organize and filter data.