

MADISON PARKER
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<https://www.linkedin.com/in/madisonweakley/>

EDUCATION

University of Texas at Tyler, Tyler, TX, December 2018

Degree: Master of Accountancy

University of Texas at Tyler, Tyler, TX, May 2017

Degree: Bachelor of Business Administration, Accounting - Cum Laude

WORK EXPERIENCE

Texas Comptroller of Public Accounts Tyler, TX

Tax Auditor, October 2024 – Present

- Communicate with taxpayers to ensure they are educated in applicable sales and use tax laws
- Follow established procedures to conduct audits including: internal control testing, reconciliations and verification of data, preparation of clear schedules of errors, and documentation of all practices and procedures used
- Retain confidentiality and protect all taxpayer information provided and collected
- Research and remain up-to-date on industry specific sales and use tax law applicable to audit inventory
- Various special projects as assigned, such as recruitment event assistance

ARohr Consulting, LLC, Tyler, TX

Accountant, July 2023 – August 2024

- Responsible for all monthly, quarterly, and annual payroll reporting
- Sales Tax reporting and general bookkeeping for tax preparation
- Developed financial reports and analysis for future projects
- Ensured tax savings measures implemented
- Supervise other accounting departments of Accounts Payable/Accounts Receivable and Payroll
- Various special projects as needed

KCC Management, LLC, Tyler, TX

Business Manager, February 2021 – March 2023

- Responsible for Household Payroll reporting, Quarterly and Annual Payroll Tax reporting, Sales Tax reporting, and general bookkeeping for tax preparation
- Developed financial reports and analysis for future projects
- Responsible for the implementation of new business ventures, such as Legacy Antiques and Consignment
- Marketing, Social Media Content Creation, and vendor and supplier relations management, and other various duties and projects as needed

Henry & Peters, P.C., Tyler, TX

Senior Staff Associate, Accounting Solutions, June 2018 – February 2021

- Payroll processing including Quarterly and Annual payroll tax reporting
- Sales tax, property tax rendition, individual federal tax (1040), bankruptcy filing assistance, and 1099 preparation
- Provide bookkeeping services (such as Accounts Payable and Accounts Receivable processing, 401K census reporting, workers compensation reporting, advisement of tax savings opportunities, recording of day-to-day activities, and financial statement creation and analysis of discrepancies and outliers) and training for 45-50 clients on a continuous basis in various industries including construction, oil and gas, and medical
- Assist with new hire recruiting, training of new employees, client acquisition, new client set up, and event planning for morale boosting activities
- Experience using QuickBooks, Lacerte, Engagement, Document Writer, Sage, Yardi, WolfePak, and Checkpoint (Microsoft Office Specialist Excel 2016 and certified in QuickBooks Online)

The University of Texas at Tyler, Tyler, TX

Undergraduate/Graduate Teaching Assistant, College of Business and Technology, May 2015 – June 2018

- Assisted Faculty with course creation in Blackboard and Canvas; grading of coursework; creation of coursework including exams, projects, and homework assignments; proctoring of exams
- Tutoring and development of review sessions for various courses within the accounting discipline
- Special Research project and other duties as assigned

Assurance of Learning Student Worker, College of Business and Technology, July 2013 – May 2015

- Maintain documents for college accreditation (AACSB, ATMAE, and SACS)
- Other duties as needed

ORGANIZATIONS AND ACTIVITIES

Board Treasurer, Smith County Historical Society, *January 2020 – January 2021*

VP of Special Affairs, Beta Alpha Psi - The University of Texas at Tyler, *May 2017 – May 2018*

Volunteer, East Texas Lighthouse for the Blind, *August 2015 – May 2017*

VP Finance, Delta Gamma - The University of Texas at Tyler, *January 2016 – December 2016*

VP Finance, Panhellenic Council - The University of Texas at Tyler, *January 2016 – December 2016*

Volunteer, Volunteer Income Tax Assistance - PATH, Tyler, *January 2016 – April 2016*

President, ENACTUS - The University of Texas at Tyler, *August 2013 – May 2015*