

U.S. TAX PROFESSIONAL

Rinky Bansal

PROFESSIONAL PROFILE

Commerce postgraduate with a background in academic coordination, client interaction and backend operations, now developing practical experience in U.S. taxation. Exposure includes federal and state tax compliance, Form 1065, extensions and estimates, book-to-tax adjustments, and Schedule M-1/M-3 reconciliations. Comfortable working with GoSystem and OIT, with strong organizational and communication skills.

EXPERTISE

Federal Tax Compliance Form 1065 State Tax Filings Extensions & Estimates Book-to-Tax Adjustments Schedule M-1/M-3 GoSystem
OIT Records Management Analytical Thinking

EDUCATION

MASTER OF COMMERCE

Punjabi University, Patiala, Punjab
Jun 2016 - Jun 2018

BACHELOR OF COMMERCE

Bikram College of Commerce, Patiala, Punjab
Jun 2013 - Jun 2016

12TH IN COMMERCE

DAV, Patiala, Punjab
Apr 2011 - Mar 2013

CORE SKILLS

- Records Management
- Student Advisory
- Academic Administration
- Positive Interactions
- Relationship Building
- Analytical Thinking

WORK EXPERIENCE

U.S. TAX ASSOCIATE

Zillion Solutions USA

- Prepared federal tax returns for clients across a range of industries.
- Gained hands-on exposure to Partnership Tax Returns (Form 1065) and supporting schedules.
- Assisted with multi-state tax filings and state-level compliance requirements.
- Prepared extension and estimated-tax workpapers, including quarterly payment vouchers.
- Supported federal and state extension filings and related tax documentation.
- Reviewed financial statements for book-to-tax adjustments and Schedule M-1/M-3 reconciliations.
- Worked with GoSystem and OIT in tax preparation and engagement support.

PROFESSIONAL EXPERIENCE

BACKEND BANKER

DEC 2023 - FEB 2025

AV Management, Patiala

- Streamlined backend operations, boosting efficiency.
- Implemented innovative solutions, enhancing client satisfaction.

ACADEMIC COORDINATOR & STUDENTS COUNSELLOR

APR 2021 - NOV 2023

GCI Institute, Patiala, Punjab

- Demonstrated ability to manage multiple tasks while remaining adaptable and flexible.
- Monitored students' progress toward goal achievement and responded quickly to meet students' needs and resolve their queries.

ACADEMIC COORDINATOR & STUDENTS COUNSELLOR

JUN 2019 - MAR 2021

GK Institute of Commerce, Patiala, Punjab

- Developed programs designed to enhance the learning experience of students.
- Implemented strategies to increase student engagement in academic activities.

INTERVIEW SPECIALIST

JUL 2018 - MAY 2019

Grey Matters, Patiala, Punjab

- Organized and conducted face-to-face interviews with students and provided guidance throughout the speaking session.
- Provided feedback to students and suggested improvements where appropriate.