

# Man Nguyen, CPA

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## PROFESSIONAL EXPERIENCE

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**Tax Manager** (Dec 2021 – Present)

*PROOF VC* (Reston, VA)

- Facilitate the timely and accurate production of over 2,500 annual Schedules K-1 (1065), federal and state tax filings for the main venture funds, GPs, Management company and over 60 SPVs.
- Collaborate with external accounting firm on tax matters, including providing tax workpapers and conducting reviews for 10 outsourced entities.
- Collaborate with external fund administration, developed waterfall models and review tools to streamline quarterly closing processes.
- Create templates and implement automation solutions that improve fund accounting and operational efficiency.
- Participate in the ongoing improvement of department processes and technology.

**Tax Manager** (Jan 2019 – Nov 2021)

*KPMG* (Washington, DC)

- Proficient in the review and preparation of federal and multi-state partnership tax returns for clients in the real estate and private equity sectors.
- Demonstrated expertise in complex tax concepts related to partner transfers, Section 754 adjustments, waterfall provisions, partner allocations, and nonresident state tax withholding.
- Researched and analyzed tax technical issues, including creating new partnership entities and buyouts/mergers.

**Senior Tax Associate** (Oct 2015 – Dec 2018)

*CLA (CliftonLarsonAllen)* (Baltimore, MD)

- Prepared and reviewed business tax returns for clients in construction, real estate, and distribution industries, as well as high net-worth individual tax returns
- Developed and implemented firm-wide procedures and software as part of local and regional teams

**Accounting Staff** (May 2014 – Jul 2015)

*Christy Dang CPA, PLLC* (Arlington, TX)

- Maintained bookkeeping and payroll for both for-profit and not-for-profit clients.
- Assisted with field audits and developed pre-audit samples for on-site comparisons.

**Financial Specialist** (Dec 2013 – May 2014)

*University of Texas at Arlington, Office of Information Technology* (Arlington, TX)

- Reconciled departmental accounts and assisted with annual financial reporting for the University.
- Developed and implemented a process for updating budget documents.

## EDUCATION

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❖ **University of Texas at Arlington** Arlington, TX

*Master of Science in Accounting, Dec 2014*

*Bachelor of Business Administration in Accounting, Dec 2014*

- GPA 3.7/4.0. Graduated Magna Cum Laude

### **ADDITIONAL SKILLS**

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- OneSource Income Tax, GoSystem, ProSystem, Alteryx, RIA Checkpoint, BNA Tax & Accounting, QuickBooks, Microsoft Office (Excel Expert Certificate)
- Knowledgeable in GAAP, GAAS, IRS Codes, SEC regulations, Sarbanes-Oxley Act

### **CERTIFICATION**

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- **Certified Public Accountant (DC, VA, MD)**