

# Deborah Dingess

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## OBJECTIVE

To obtain a Senior Tax Analyst position in which I can learn and contribute

## EDUCATION

University of Cincinnati Graduate School  
**Master of Science**, August 2021  
Taxation - Online Program

Capital University, Columbus, Ohio  
**Bachelor of Arts**, August 2012  
Major: Financial Economics  
**Bachelor of Arts**, August 2012  
Major: Business Leadership and Management

## EXPERIENCE

### Senior Tax Analyst, July 2023 to the Present

IGS Energy, Dublin, Ohio

- Establish and lead automation processes for tax filings and compliance
- File state and local sales, property and excise tax returns for multiple jurisdictions and legal entities.
- Prepare and maintain workpapers, registrations and accounting reconciliations for record-keeping and tax audits
- Research, monitor, and analyze tax regulations
- Communicate with tax jurisdictions in response to tax notices and examinations
- Assist and collaborate with team and other departments on projects regarding various tax issues and controversies

### Tax Analyst, September 2019 to July 2023

IGS Energy, Dublin, Ohio

- Filed state and local indirect tax returns for multiple jurisdictions and legal entities
- Prepared and maintained workpapers and reconciliations for record-keeping and audits
- Researched, monitored, and analyzed tax regulations
- Reviewed and updated tax compliance processes and reporting
- Assisted and collaborated with team and other departments on projects regarding various tax issues
- Communicated with tax jurisdictions in response to tax notices and examinations

### Tax Analyst, December 2018 to September 2019

OhioHealth Corporation, Columbus, Ohio

- Gathered data for 990/990-T returns
- Prepared and filed CAT, local and multi-state taxes
- Researched, analyzed, and interpreted tax regulations and updates
- Collaborated with external tax firm in preparation of for-profit tax returns
- Assisted in development and streamlining of department processes
- Prepared data for FIN 48 and UBTI analyses
- Assisted in annual sales tax audits
- Utilized Accounting background to develop tax reports and analyses
- Collaborated with external tax firm in preparation of international returns

**Senior Accountant**, December 2017 to December 2018

OhioHealth Physician Group, OhioHealth, Columbus, Ohio

- Reviewed month-end financials for numerous practices and all urgent cares
- Prepared entries and balance sheet, cash, and cash log reconciliations
- Performed cash, inventory and charge reconciliation audits
- Generated various reports and financial analyses
- Adjusted client contract billing in EPIC billing system
- Oversaw AR for Employee Assistance Behavioral Health program
- Assisted in analysis and preparation of department budgets

**Staff Accountant**, September 2016 to December 2017

OhioHealth Physician Group, OhioHealth Neighborhood Care, Columbus, OH

- Reviewed month-end financials for numerous practices
- Prepared entries and balance sheet, cash, and cash log reconciliations
- Performed cash, inventory and charge reconciliation audits
- Generated various reports and financial analyses
- Adjusted client contract billing in EPIC billing system

**Staff Accountant**, November 2015 to August 2016

Atrium Health, Columbus, Ohio

- Filed and paid multi-state local and state taxes for Atrium's facilities
- Prepared monthly, quarterly and annual financial statements
- Deposited money and checks for Atrium's facilities
- Created and tracked daily cash logs and reports
- Prepared cash reconciliations and journal entries
- Assisted Administrators with monthly budgeting & analysis
- Processed & approved vendor payment

**Staff Accountant**, June 2015 to November 2015

PENN Entertainment, Inc. Columbus, Ohio

- Prepared monthly, quarterly & annual financial statements
- Filed local, state & federal taxes for the casino
- Prepared cash reconciliations and journal entries
- Tracked budgeting and spending of various departments
- Prepared cash reconciliations and journal entries
- Assisted Director of Finance with various audits and special projects

**Revenue Auditor**, January 2014 to June 2015

PENN Entertainment, Inc., Columbus, Ohio

- Reviewed daily casino transactions for compliance with Ohio Casino Control Commission and SOX regulations
- Prepared daily casino finance reports for management, with heavy use of Excel
- Researched and reported discrepancies
- Communicated with various departments to resolve issues
- Created and updated audit SOPs (Standard Operating Procedures)
- Trained new auditors; assisted in the preparation of audit department for the new Dayton, OH casino

**Financial Cost Coordinator**, April 2013 to the December 2013

American Electric Power, Columbus, Ohio

- Reviewed and processed contractor invoices for payment
- Analyzed contracts to verify contractor compliance with terms
- Ensured compliance of internal accounting controls and SOX requirements
- Communicated with contractors regarding accounts
- Prepared journal entries and AR reports

**SOFTWARE**

Microsoft Office: Excel, Word, PowerPoint, Publisher, Project, OneNote, Outlook, CCH, Avalara, C-Tract Tax, Intacct, PeopleSoft, Matrix, Great Plains

**PROFESSIONAL ORGANIZATIONS**

National Association of Tax Professionals (NATP), Member  
National Association of Enrolled Agents (NAEA), NAEA Associate  
Columbus Young Professionals of Ohio (CYP), Member

**REFERENCES**

Available upon request