

**MING YANG, CPA (Licensed in November 2018)**  
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## **PROFESSIONAL EXPERIENCE**

**Meloni Hribal Tratner LLP**, Los Angeles County, CA  
Supervisor

*April 2020- Present*

- Audit:  
401(k) Audit for Casinos  
Nonprofit Organization Audit for Private Foundations
- Tax:  
Partnership and Corporation Tax Preparation (Form 1120, 1120S, and 1065)  
Form K-1 Tax Reporting for Individuals including Public Traded Partnership (PTP)  
Income Tax for Trust and Estates (Form 1041)  
Gift Tax Return Preparation (Form 709)  
Individual Tax Preparation  
Estimated Tax Planning  
Tax Research

Software Experience- Advance Flow, ProSystem fx Tax, QuickBooks

**HNA Group**, New York City Metropolitan Area, NY  
Senior Accountant

*February 2020 – April 2020*

Real Estate Entity Bookkeeping;  
Federal and NY State Tax Filing Cooperation with Paid Tax Preparer;  
NYC Property Tax, Business Corporation Tax, and Commercial Rent Tax Filing;  
Real Estate Entity Financial Reporting at subsidiary company level and assist with Financial Statements  
Consolidation at the parent company level;  
Cooperation with External Auditor

Software Experience- QuickBooks, Xero, Concur System

**J. Walker & Company, APC**, Lake Charles, LA  
Senior Accountant

*October 2018- February 2020*

- Audit:  
Understand client's business and industry  
Prepare audit work paper for audit of governmental entities and non-for-profit organizations, including single audit  
Prepare work paper for other attest and non-attest services including review, compilation, statewide agreed-upon procedures, and budgeting and forecasting
- Tax:  
Prepare federal and state tax returns for S Corp, C Corp, and partnership  
Handle IRS private letter rulings and state tax notice  
Prepare payroll checks including periodic direct deposit  
Prepare payroll tax forms, including federal tax forms 941, 940, Louisiana state tax forms L-1, L-3, SUTA, and form W-2, W-3  
Prepare form 1099-misc and 1096

- **Write-up and Compilation Service:**

Code and input bank statements  
Do bank reconciliations  
Make adjusting journal entries  
Prepare general ledger trial balance  
Prepare financial statements

- **Client Accounting Service:**

Monitor and analyze client accounting data through reviewing general ledger, making adjusting journal entries, etc.  
Prepare or assist audit or review client prepare a full set of financial statements adhering to proper accounting methods, policies and principles (GAAP) including meeting pension and OPEB financial reporting requirements  
Review compilations in real estate, law firm, exempt organizations, etc.

- **Accounting Software Training Service:**

Meet with client on-site to discuss overall business activities, setup of chart of accounts, overview of use of accounting software, the accounting process and recording business transactions in accordance with GAAP  
Continued training and overview of various accounting reports: General Ledger, Balance Sheet, Profit & Loss, Cash Flow, etc.

**McNeese State University, Lake Charles, LA**  
Accounting Tutor

*June 2016- September 2018*

Tutor students in higher level Accounting courses, including Introductory Accounting, Financial Accounting and Managerial Accounting  
Provide tutoring for small groups in an open lab setting  
Assist students in understanding subject material  
Offer suggestions for effective study techniques  
Maintain records of students tutored

**J. Walker & Company, APC, Lake Charles, LA**  
Staff Accountant

*June 2015- May 2016*

- Individual Tax Returns Preparation
- Tax Research

*Software Experience-* Accounting CS, Fixed Asset CS, Ultra Tax CS, Financial Analysis CS, QuickBooks (Online, Desktop, Payroll Online)

**The International Fraternity of Delta Sigma Pi, Eta Tau Chapter**  
*President*

*January 2013- May 2014*

- Foster Study Group of Business on Campus
- Launch Business Lectures for Members
- Elected as the delegate of Eta Tau Chapter attending the 49th Grand Chapter Congress held in Seattle Washington in 2013
- Volunteered to work for the Leadership Foundation Desk for the Congress

## **EDUCATION**

**McNeese State University, Lake Charles, LA, Graduation in May 2015**  
Bachelor of Science in Accounting