Anaisa Paez Escobar

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OBJECTIVE

Detail-oriented and proactive BBA Accounting student with leadership experience and a strong ability to improve processes through innovative solutions;multilingual and client service focused
Seeking to contribute keen analytical skills and growth in a dynamic business environment

EDUCATION

University of Houston-Downtown, Marilyn Davies College of Business, Houston, TX
Bachelor of Business Administration in Accounting, December 2026

- GPA : 3.70 / 4.00 ,CPA Eligibility (Texas): December 2027 /Projected

NUC University, Miami, Florida
Associate of Accounting, August 2023

- Graduate with High Honors GPA : 4.00 / 4.00

HONORS AND AWARDS

- Deltra W. Hayes Scholarship Endowment (2024–2025),Lucia La Madrid Cain Scholarship (2024-2026)
- Ted Bauer Scholarship (2025–2026),Beta Gamma Sigma International Business Honor Society (2025)

EXPERIENCE

Commercial Tax Preparer (Individual and Small Business) January 2023 - Present
Independent/ Seasonal Contractor, Katy, TX

- Prepared and filed 85+ federal and state tax returns for individuals and small business
- Specialized in complex returns (1040-NR,Schedule C, Form 8863 and ITIN applications)
- Advised clients on tax positions and future liabilities, enabling 85% of clients to reduce tax owed by identifying eligible credits and deductions
- Applied professional tax software to manage 85+ returns with zero data breaches or confidentiality incidents

Accounting Manager August 2020 - July 2023
Yoruba Driver LLC, Katy, TX

- Managed logistics for 20+ weekly shipments, increasing on-time delivery rate to 98%
- Automated offsets between receivables and payables, boosting profit projection accuracy by 40%
- Processed and reconciled 80+ invoices per month, identifying and correcting discrepancies to improve fiscal reporting accuracy by 30%
- Implemented cost-control measures and analyzed financial reports, reducing expenses by 20% and contributing to a 10% increase in profitability

AFFILIATIONS

UHD/Professional Accounting Society, *Member,* January 2024 - Present

- Hosted monthly meetings and professional development workshops focused on accounting practices

SKILLS

- Proficient in Microsoft Office Suite (Excel, Access, Word, PowerPoint, Outlook)
- MATLAB and data analysis tools experience and QuickBooks advanced experience
- Language: Spanish(Native),English(Advanced),Licenses:IRS PTIN, Authorized to prepare U.S. tax