

# Megan Allen, CPA

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## Education/Certification

Certified Public Accountant, State of Texas 2006

The University of Texas at Austin  
Professional Program in Accounting  
Master in Professional Accounting May 2006  
Bachelor of Business Administration May 2006

National Merit Scholar and recipient of a full undergraduate scholarship from the Terry Foundation.

## Work Experience

The University of Texas 2016- present  
*Lecturer* Austin, TX

- Instruct undergraduate accounting courses
- Develop coursework and materials to advance students' accounting knowledge
- Mentor and encourage students through e-mails and additional meetings

Wood, Johnson, Heath, P.C. 2008- present  
*Accountant* Austin, TX

- Preparation of tax returns for individuals, corporations, S corporations, partnerships, trusts, and estates for over 500 clients
- Adjust client prepared books to a tax-basis of accounting
- Monthly bookkeeping and bank account reconciliation for numerous business clients
- Represent taxpayers before the Internal Revenue Service
- Review tax returns prepared by other staff members

Pat O'Keefe, CPA 2004-2007  
*Accountant* Austin, TX

- Prepared tax returns for individuals, corporations, partnerships, and trusts for over 200 clients
- Managed the office, including bank deposits, payroll, accounts payable, and all client communications for lengthy periods upon owner's absence
- Monthly bookkeeping for clients and for the accounting firm
- Handled customer billing and other administrative tasks