Tyler J. Bailey

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EXECUTIVE SUMMARY

UCF Accounting student and aspiring CPA with 5+ years managing an ¥800 million international executive search firm. Incoming Tax Intern at CliftonLarsonAllen LLP and Andersen Tax, LLC. Known for building client trust and leading multicultural teams. Proficient in Excel, Python, and SQL.

EDUCATION

University of Central Florida, Orlando, FL **December 2027**
Bachelor of Science in Business Administration, Accounting
GPA: 3.3

Florida State University, Tallahassee, FL **December 2018**
Bachelor of Science, Finance & Economics
GPA: 3.18

PROFESSIONAL EXPERIENCE

CliftonLarsonAllen LLP – Orlando, FL **January 2027 – Present**
Incoming Tax Intern

Zensho Agency Inc. – Tokyo, JP **June 2018 – November 2024**
Chief of Staff to CEO **January 2021 - November 2024**

- Developed a new sales strategy, growing revenue by 300% over 3 years
- Consulted the CEO on the design of the firm's global expansion strategy, leading to the opening of the London and Sydney offices
- Negotiated 20+ client service agreements, increasing the firm's average placement fee by 2%
- Analyzed customer payment patterns using MS Excel and streamlined invoice processes, leading to a 21-day reduction in average collection period
- Cross-sold various consulting groups to key clients, improving retainer win rate by 15%

Operations Associate **January 2019 – December 2020**

- Designed and implemented an in-house charity initiative, raising 2.5 million JPY for a local orphanage
- Researched several potential clients and developed pitch decks using MS PowerPoint, which led to 17 million JPY in new client revenue
- Hired and onboarded 20+ employees while leading a team in updating and improving hiring processes
- Revamped the firm's tech stack by conducting research and running A/B tests, which led to improved recruiter efficiency
- Authored new client pitch decks using MS PowerPoint, generating 17 million JPY in revenue

Intern – Finance & Operations **June 2018 – August 2018**

- Crafted a web-based sales leaderboard using Python, SQL, and Streamlit, resulting in a 10% increase in split-deals
- Managed the firm's day-to-day AP and AR processes, improving efficiency and reducing invoicing errors
- Built an expenses tracker using MS Excel and published a comprehensive expense report, allowing the firm to reduce costs by 8%

ACTIVITIES

Andersen Accelerate Program, Participant **February 2026**

- Participated in presentations and tax case studies at the Andersen West Palm Beach office
- Collaborated with a team of eight to assemble 100+ backpacks full of school supplies for underprivileged children

ADDITIONAL INFORMATION

Computer Skills: Microsoft Word, PowerPoint, Excel (pivot tables, VLookups, NPV functions), Python, R, SQL, VBA
Certifications: LinkedIn Learning – R for Data Science; PwC Virtual Experience Program on Forage – Tax Simulation
Languages: Fluent in English; Intermediate in Japanese