

GLORIA PADILLA de GARCÍA
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(303) 486-0006

EMPLOYMENT

Tax and Litigation Services for Harper Hofer & Associates, LLC, 1580 Lincoln Street, Suite 1100, Denver, Colorado. January 2010 to present.

CBIZ Accounting, Tax & Advisory Services, formerly SKB Business Services, Inc., Greenwood Village, Colorado. July 1992 to December 2009. Senior Tax Associate, Tax Consulting and Family Law Services.

Ernst & Young, Denver, Colorado. August 1990 – July 1992. Tax Associate.

Ernst & Whinney, Tucson, Arizona. August 1985 – July 1990. Paraprofessional/Tax Associate, Tax Department.

White Sands Missile Range, New Mexico. May 1985 – August 1985. Summer Intern.

EXPERIENCE

Tax Services:

Assist tax partners by:

- Prepare and review individual, partnership, S-Corp, fiduciary, and tax-exempt tax returns
- Prepare monthly bookkeeping, including preparation of journal entries and general ledger account reconciliations
- Prepare fixed asset reporting and reconciliation
- Assist with management of tax practice policy and procedures

Litigation Services:

Assist engagement team on mid-to-large level marital dissolution cases by performing the following services:

- Prepare spending/lifestyle analyses
- Prepare Sworn Financial Statements
- Summarize marital balance sheets from various financial documents
- Manage document requests and documents received through the discovery process
- Coordinate with paralegals on discovery



Page 2

Expertise:

- Tax preparation software (ProSystem and Ultra Tax) and paperless office software (Caseware, File Cabinet and Workpaper CS)
- QuickBooks accounting software
- DivorceHelp 123 Sworn Financial Statement software
- Implemented tax paperless office system, including setting up client portals and E-file system
- Assist clients with their needs

EDUCATION

New Mexico State University, Las Cruces, New Mexico. Degree: Associate of Business Office Technology.

Ernst & Whinney, Tucson, Arizona, paraprofessional training and certificate.

Colorado Hispanic Institute/University of Colorado at Denver, Visiones Leadership Training Program

Various business courses:

- Regis University, Denver, CO
- Community College of Denver, CO
- Pima Community College of Tucson, AZ

COMMUNITY INVOLVEMENT

Member, Board of Directors – HeartLight Center, Inc., 2009 to present.

Member, Board of Directors – Colorado Vincentian Volunteers, 2009 to 2013.

Member, Advisory Board – Centro San Juan Diego (Archdiocese of Denver) 2006 to 2008.

Co-founder of Clínica Tepeyac (community-based health clinic serving uninsured), 1992 to present.

Volunteer – Lazarus/Communion Ministry, Most Precious Blood Catholic Church, 2006 to present.

