CHRISTOPHER AVALLONE

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Objective Business professional with over 30 years of experience in taxation and auditing seeking a challenging position for advancement and growth.

PROFESSIONAL EXPERIENCE

Connecticut Dept. Revenue Services (DRS)
Audit Division – Compliance & Support Unit

Revenue Examiner 3   2013 – Present

Perform review of written proposals from tax professionals for acceptance into the Voluntary Disclosure Program. Make determinations of acceptance into the Voluntary Disclosure Program based on certain criteria related to the taxpayer's presence and activity in Connecticut. Customize audit schedules for synthesis and interpretation provided by taxpayers regarding sales and use tax assessments. Prepare and enter all Excel audit work schedules and tax determination reports along with detailed written explanations of audit findings. Provide technical assistance to inquiries from taxpayers, accountants, and attorneys as well as training to examiners within the unit as needed.

Travel Coordinator   2013 – Present

Solely responsible for the oversight of agency travel guidelines of the Audit Division Travel Program at DRS. Perform review of all requests for in-state and out-of-state travel to ensure accuracy and compliance with Regulations of Connecticut State Agencies Section 1. Sections 5-141c-2 to 5-141c-8.
Worked closely with Revenue Services Management and Business Office staff to assist in implementing a new automated travel platform and to create essential online and electronic expense forms. Verify that all travel allowances are in accordance with state travel policy. Serve as liaison with the State of Connecticut's vendor, Sanditz Travel, in all aspects of business travel.

Third-Party Data Project   2013 – 2023

Responsible for managing the process of all raw physical and electronic sales data from Connecticut distributors of tobacco products, alcoholic and non-alcoholic beverages, and food in Connecticut. Maintained File Tracker Database to determine those vendors that comply annually. Was responsible for providing third-party data to assist in audit selection of taxpayer's inventory.

Special Projects - Warrant Project for Collections and Enforcement   2013 – 2013

Collaborated with Revenue Agents in our Collections & Enforcement Division in preparing wage garnishments, bank warrants and payment plans.

Plain Language Presenter   2015

Presented a Plain Language Seminar which involved methods to educate agency staff about the 2010 U.S. Congressional Plain Writing Act. The goal was to require the Department of Revenue Services to write clear government communication that the public can understand and use.

CT. Dept. Revenue Services
Audit Division Refunds Clearances & Adjustments Unit

Revenue Examiner 3   2008 – 2013

Conducted complex audits of various business operations that required examination. Performed detailed analysis of documentation provided by the taxpayers and created Excel spreadsheets synthesizing taxpayers' records as well as State and Federal tax returns. Prepared narratives to support audit findings citing statutes, regulations, and DRS pronouncements. Provided technical assistance to the public on tax statutes, regulations and DRS publications. Responsible for examining source documents and electronic data provided by the CT. DMV, U.S. Customs and U.S. Coast Guard to identify potential sales and use tax audits. Analyzed information provided by the FAA on purchases of aircraft by Connecticut businesses and individuals to determine potential audit examinations. Participated in informal conferences and hearings of disputed cases with taxpayers, taxpayers' representatives, and DRS supervisors.

Education	Bachelor of Arts Degree Business & Foreign Language Southern Connecticut State University	New Haven, CT
	Principles of Accounting I & II Capitol Community Technical College	Hartford, CT
	Intensive Italian Language Studies Lorenzo DeMedici Cento Linguistico	Florence, Italy
	Intensive Spanish Language Studies Universidad de Salamanca	Salamanca, Spain
Skills	Microsoft Office Software, MS Word, and MS Excel	
References	Available upon request	