VALLEY TAX UNIVERSITY

SAMPLE PROFILE (FICTIONAL)

Bilingual tax preparer with front-desk experience

Sample candidate 1

Arizona, United States · Mountain Time (US)

96 of 96 lessons complete	**14** practice returns finished	**Passed** final assessment
91% quiz score, first try	**87%** case decisions right, first try	**58 hrs** active study time

Certificate of Completion issued October 2026. A certificate is not a professional license or government certification.

COURSE SUMMARY

This candidate completed all 96 lessons and all 16 modules of the Valley Tax University course. They passed the final assessment on the first attempt and earned the Certificate of Completion on October 14, 2026. Of 18 comparable learners, they were the only one who checked every step of the Module 7 practice client (Business Income & Schedule C) to get all 5 steps right on the first try. Their first-try accuracy on Knowledge Checks was 91%, higher than 16 of the 17 other comparable learners.

Summary based on course records, reviewed by VTU · Records as of October 30, 2026

ABOUT

I help clients bring the right documents the first time and explain each step in English or Spanish. I finished the full course and the final assessment, and I am ready for a full tax season.

AVAILABILITY

Can start	January 4, 2027
Hours per week	40
Work wanted	Seasonal (tax season), Full time
Where	In an office, Remote (from home)
PTIN	Has a PTIN
Tax software used	Drake Tax (training)

EXPERIENCE

Front desk assistant

Family tax office · Mesa, Arizona

Jan 2025 – Apr 2025

- Greeted clients and checked in their documents
- Scheduled appointments during tax season

Shift lead

Grocery store · Mesa, Arizona

Jun 2022 – Present

- Train new cashiers and balance registers at closing

EDUCATION

Community college

Associate degree, Business · 2023

SKILLS

Form 1040 preparation • Client interviews • Drake Tax • Document review • Spanish

LANGUAGES

English (Native), Spanish (Fluent)

This sample shows a made-up candidate. Firms that sign the Valley Tax University placement agreement get a private firm page of real candidates. A candidate's name, contact details and resume are shared only after the candidate agrees to an introduction. Questions: help@valleytaxuniversity.com.