

Mark Diehl

Palmer, AK 99645 ♦ (651) 236-7678 ♦ mark@diehl.cpa ♦ www.markdiehl.me

Professional Certifications

- ♦ Certified Public Accountant (AK, MN & WI)
- ♦ Certified Fraud Examiner

Education

MASTER OF SCIENCE, ACCOUNTING

Western Governors University (Jan 2018)

SALT LAKE CITY, UTAH

- ♦ **Relevant Coursework:** Strategic Management, Governmental & Nonprofit Accounting, Advanced Tax Concepts, Fraud & Forensic Accounting, Financial Management, Advanced Auditing, Accounting Research

BACHELOR OF SCIENCE, ACCOUNTING

Western Governors University (Jan 2017)

SALT LAKE CITY, UTAH

- ♦ **Relevant Coursework:** Cost & Managerial Accounting, Finance, Intermediate Accounting I & II, Quantitative Analysis for Business, Spreadsheets, Taxation I & II, Auditing, Business Law

Employment History

Owner

2019 – Present

Diehl CPA LLC

Palmer, AK

- ♦ Owner & Sole Proprietor of Alaska BOA registered CPA firm
- ♦ Supervised two employees, planning, and evaluating the workload for each employee, and reviewing work for completeness & accuracy
- ♦ Utilized advanced accounting techniques to prepare client tax returns, troubleshoot bookkeeping and accounting errors, & perform financial statement analysis
- ♦ Conducted presentations for clients and at workshops
- ♦ Provided written tax planning reports and financial statement analysis reports for clients

Chief Financial Officer

2021 – 2022

Remote Alaska Solutions Inc

Palmer, AK

- ♦ Directed the preparation of all financial statements, including income statements, balance sheets, tax returns, and governmental agency reports.
- ♦ Compared sales and profit projections to actual figures and budgeted expenses to actual expenses; oversaw any necessary adjustments to future projections and budgets.
- ♦ Reviewed planning process and suggested improvements to current methods.
- ♦ Analyzed operations to identify areas in need of reorganization, downsizing, or elimination.
- ♦ Worked with the President and other executives to coordinate planning and established priorities for the planning process.
- ♦ Studied long-range economic trends and projects their impact on future growth in sales and market share.
- ♦ Identified opportunities for expansion into new areas of construction.

REVENUE TAX SPECIALIST – INTERMEDIATE

2017 – 2019

Minnesota Department of Revenue

St. Paul, MN

- ♦ Received promotion within one year of employment and received multiple “Exceeds Expectations” performance reviews
- ♦ Conducted audits involving single and numerous issues by applying appropriate law, policy, and procedures to determine the proper tax liability, ensure compliance, and educate the taxpayer.
- ♦ Reviewed audits completed by other staff for correctness and grade for quality
- ♦ Assisted in designing, developing, and delivering training, and classroom instruction relating to technical tax issues, customer service, procedures and policies related to the Individual Income Tax division of the department