

Tax Trainee – Henley-on-Thames

We have an exciting new opportunity for a Tax Trainee to join our Henley-on-Thames team. Your key responsibilities will be:

- completion of self-assessment tax returns for individuals, partnerships and trusts
- completion of corporation tax returns for companies
- completion of other tax compliance tasks such as forms P11D and ERS returns
- supporting more senior members of the tax team with ad-hoc tax compliance and advisory projects
- administrative support for the tax team
- liaising with clients and HMRC over the phone, by email and by letter

Knowledge & Experience:

- Either a school leaver with a minimum of grade B (or equivalent) in Maths and English at GCSE and minimum grade B (or equivalent) in relevant A Level subjects
- Or a graduate with minimum grade 2:2 in a relevant degree course
- good IT skills including Microsoft Outlook and Excel
- highly personable with excellent communication skills

Package:

- competitive salary
- full training package and support for ATT and CTA if ATT is completed successfully
- pension scheme
- 23 days annual leave (excl BH) - increasing by one day per year (after qualification) up to a maximum of 28 days
- access to our corporate reward scheme
- free parking on site

If you would like to apply for this vacancy, please send your CV and a covering letter to careers@taylorcocks.co.uk

Vicki Young, HR & Recruitment Adviser, ☎️ 0330 088 7111, ✉️ [VickiYoung@tc-group.com,

🌐 www.tc-group.com