

# TAX DEFENSE OHIO

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WESTERVILLE OH 43081  
(614) 524-4888

## **Accounting/Tax Internship**

Tax Defense Ohio is happy to have you in our group of motivated and qualified interns who are pursuing a degree in accounting or tax education. We offer a challenging and rewarding work environment while encouraging teamwork within our staff and a balance between work and personal life. We offer hands-on experience with a focus in individual and payroll taxation with opportunities to get involved with financial statement preparation and auditing.

### **Responsibilities:**

- Prepare individual income tax returns and assist with components of corporate tax return preparation.
- Assist with tax planning for various types of clients.
- Assist with preparation of payroll tax reporting.
- Develop a working knowledge of tax preparation software and other software necessary to prepare tax returns, tax projections, and other tax related projects.
- Meet deadlines for completion of tax returns and other projects as assigned.

Duties will vary based on the needs of the firm and the interns training and experience. Training, guidance, and mentoring will be provided by team members.

### **Experience and Skills:**

- Currently enrolled in a college accounting curriculum, accounting major preferred.
- Ability to manage multiple tasks and work independently and on a team
- Willingness to learn and highly motivated to succeed
- Attention to detail
- Strong computer and software skills
- Excellent verbal and written communication skills

***Responsive, professional quality solutions provided through the excellence, innovation, and integrity of our team.***

**• Experienced • Trusted • Reliable**