

Graduate Vacancy

Job Reference Code	TGR 1810
Job Title	Graduate Tax Trainee
Salary	Competitive
Location	Worcester
Degree Required	2:1 or above in any degree discipline (Red brick university)
Skills Required	<ul style="list-style-type: none"> • Minimum of 300 UCAS points (to have achieved in the same academic year, from your best 3 A Levels and excluding General Studies). • Grade B or above in GCSE English Language and Maths. • Demonstrates strong analytical and research skills • Takes ownership of assigned tasks and adopts a pro-active approach • Ability to organise and prioritise workload • Produces accurate and timely work • Participates in meetings, providing information and ideas with clarity and persuasiveness • Respects differences in people and values diversity of ideas • Applies active listening skills – asks questions when necessary but makes basic assumptions when appropriate • Demonstrates drive and commitment to self-development • Professional approach to work and clients i.e. professional appearance, respect for individuals, and ethical conduct • Actively seeks to enhance own expertise and knowledge • Committed to personal and professional development
Description of Role	<p>They are currently recruiting for a talented graduate who wishes to enter into a career in taxation with full support for study.</p> <p>Duties will include:</p> <ul style="list-style-type: none"> • Assisting the wider taxation team to service clients • Prepare client tax computations and returns supervised by senior colleagues • Ensure client files have all relevant documentation and are continually maintained • Ad hoc tax assignments • Working to pre- agreed budgets and time lines to complete tax compliance duties • Take responsibility for all client matters as directed by senior associates

	<ul style="list-style-type: none">• Ensure professional standards are met <p>The opportunity also comes with a fully funded professional study package for CTA/ACA qualification.</p>
Vacancy Availability	Immediate