

Full job description

Seasonal Tax Preparer

Our rapidly growing organization is seeking full-time seasonal tax help for the upcoming 2024 tax filing season. The successful candidate will have a minimum of 2 years' experience preparing individual and small business tax returns. The company utilizes Pro Series Tax and TaxDome software. Preference will be given to candidates proficient with these software applications.

Job Types: Temporary, Full-time

Expected hours: 35 – 40 per week.

<https://www.indeed.com/viewjob?jk=9f1c0f3aeb22b1aa&from=shareddesktop>

Schedule:

- Full-time during tax season

Supplemental pay types:

- Bonus opportunities

Requirements for this position are as follows:

- 2+ years' experience in tax preparation
- Excellent communication and interpersonal skills – both written and in-person
- Must be organized and detail-oriented to follow through accurately and efficiently with ease and professionalism.
- High ethical standards and professionalism.
- Ability to work collaboratively and independently.
- Must satisfactorily pass a background and credit check.

Work Location: In Office, preferred, but remote work is acceptable for candidates who meet all technical requirements and are experienced.

About ABC Bookkeeping & Business Support:

ABC Bookkeeping & Business Support was founded in Gig Harbor, WA in 2010. We proudly serve and partner in our community to provide exceptional bookkeeping, accounting, payroll, HR support, creation of custom cloud accounting systems, QuickBooks training and cleanup, new business consulting and formation along with tax preparation, filing and planning provided by our team CPA. Our people-centered business model means we are deeply connected to our clients and focus on relationships that nurture success. Our Mission: To provide peace of mind and the opportunity to prosper for every client through accurate, timely and transparent financials delivered with respect, integrity and kindness. Our Vision: To discover, transform and create what matters to people.