



## **Tax Internship, Spring 2018**

Kollath CPA has tax internship opportunities available in our Middleton, Wisconsin office for Spring 2018. We are seeking motivated college Accounting and Finance juniors or seniors who wish to apply their academic training to a hands-on learning experience at a locally owned growing, dynamic CPA firm.

As an intern, you will:

- Perform a variety of tax related duties including the preparation of individual and business tax returns.
- Conduct tax research for clients under the guidance of senior or manager level colleagues.
- Gather data on tax inquiries for tax preparer
- Review government notices and gather information for tax preparer to handle the request for information.

Qualified candidates will have the following:

- Currently pursuing a Bachelor's degree in Accounting, Finance or related field
- Completion of coursework in Business and/or individual taxation.
- Demonstrated ability to think independently.
- Effective and thorough problem solving skills
- Professional verbal and written communication skills.
- Ability to work productively within a team environment.
- High attention to detail and ability to produce accurate, error free work.
- Proficient and accurate computer keyboarding skills.
- Proficient using computer software, especially Microsoft Excel and Word.

Please email resume and cover letter to:

Pam Tanke  
Tanke Recruiting  
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