

Tax Preparation Assistant (Seasonal/Part-Time)

GMS Surgent CPAs & Advisors provides an excellent way for students to participate in actual tax compliance engagements and meet a variety of professionals both internally and externally. Tax Preparation Assistants work directly with GMS Surgent CPAs & Advisors team members and client personnel gathering data and summarizing the results. The Tax Prep Assistant will provide insights for the student as s/he starts his or her career and offers an inside look at the career path opportunities in public accounting.

GMS Surgent CPAs & Advisors structured intern program is a Winter/Spring program, which begins January and runs through April 15th. The program is flexible as to timing and working hours based upon your individual availability and the firm's needs.

Top Reasons to Work with GMS Surgent

- Work closely with a diverse client base
- Collaborative work environment
- Data analysis and input into various tax software programs
- Tax preparation experience

Position Requirements

- Major – Accounting
- Minimum GPA of 3.0
- Available between January – April 15th
- 20 plus hours per week

Please feel free to visit our website, www.gmssurgent.com, to learn more about our firm. Send your cover letter and resume to

resumes@gmssurgent.com

About GMS Surgent



At GMS Surgent, we are dedicated to furthering education. In a collaborative, team-oriented working environment our people continuously strive for growth and achievement. We never settle in reaching our fullest potential.

In a business focused on numbers, we know that it is our people that add up to the true value of GMS Surgent. We take pride in recruiting individuals who demonstrate outstanding academic and professional achievement – but it is not always just the credentials on paper that catch our eye. We look to hire people that are motivated and driven to reach their full potential.