



BCK Accountants Ltd

BCK Accountants Ltd is a medium sized accountancy firm based in Island Bridge, Dublin 8. Our client base consists primarily of SME's and high net worth individuals. We pride ourselves on providing quality service to our clients, assisting them in making the correct decisions for their business whilst ensuring the highest level of statutory compliance.

Job Title: Tax Trainee

Reporting to: Tax Manager

Job Description:

- To work as part of the Tax Team, covering Income Tax, Corporation Tax, VAT and RCT compliance.

Duties & Responsibilities

- Preparation of income tax and corporation tax returns in an efficient and accurate manner.
- Liaising with clients to ensure timely submission of tax returns and payment of taxes.
- Liaising with Auditing / Accounts Department on tax compliance matters.
- Engaging with Revenue on behalf of clients.
- Dealing with ad-hoc tax related queries from clients.
- Meet scheduled deadlines for completion of work.

Qualification & Skills

- Good computing skills, including Excel and Word.
- Basic knowledge of Income Tax and Corporation Tax principles.
- Interested in studying for tax or accountancy qualification.
- A team player, with excellent interpersonal, communication and organisational skills.

Interested candidates should submit their CV to Paulh@bck.ie or Alison@bck.ie