



JUNIOR ASSOCIATE – TAX

Moss Adams, which is part of the Baker Tilly family of companies, a US top 6th accounting and tax advisory firm, is a fully integrated professional services firm dedicated to assisting clients with growing, managing, and protecting prosperity. With more than 11,000 professionals across more than 140 countries globally, we work with many of the world's most innovative companies and leaders. Our strength in the middle market enables us to advise clients at all intervals of development—from start-up to rapid growth and expansion, to transition.

Junior Associates at Moss Adams, which is part of the Baker Tilly family of companies, work with industry-focused teams delivering services to public and privately owned middle-market companies, not-for-profit organizations, and governmental agencies. We provide the world's most innovative companies with specialized accounting, consulting, and wealth management services to help them embrace emerging opportunity.

General Position Summary:

As a Junior Associate you are primarily responsible for preparing tax returns, including supporting work papers for various types of returns such as individuals, corporations, partnerships, estates, trusts, non-profits, etc. You will research and consult on various tax projects, prepare extensions and quarterly estimates, and carry out other projects as assigned. Tax Service teams deliver quality tax solutions covering Federal, State and Local Tax (SALT), International Tax and Personal Tax, to public and privately owned middle-market companies, and high net worth individuals.

Responsibilities:

- Assist Tax teams with the preparation of individual, trust, estate, partnership, and corporate tax returns.
- Research technical issues that arise during engagements and present appropriate solutions.
- Provide timely and effective responses to client needs and concerns.
- Preparing tax returns and work papers for companies, partnerships, and individuals.
- Maintaining accurate and up-to-date client records.
- Ensuring clients comply with regulations and meet their state and federal tax obligations.
- Identify opportunities for continuous improvement and contribute toward implementation.
- Assist Seniors and Managers with a variety of projects, as requested.

Qualifications

- Post Graduate degree in Commerce, Accounting, Business Management or equivalent required.
- 65% above marks in academics with no backlogs
- Demonstrate professionalism and poise in demeanor, attitude, communication, behavior, and interaction with others.
- Creative problem solving, critical thinking and research skills.
- Strong written and verbal communication and interpersonal skills.
- Excellent customer service skills.
- Ability to work effectively both as part of a team and independently.
- Highly motivated and takes initiative for professional growth and development.
- Ability to structure and prioritize assigned tasks, provide accurate estimation of time & effort, and clearly communicate status of tasks to stakeholders.
- Ability to take direction, and exercise sound judgment, tact, and diplomacy.
- Ability to work overtime, as needed.

Moss Adams, which is part of the Baker Tilly family of companies, is an Equal Opportunity Employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, national origin, disability status, protected veteran status, sexual orientation, gender identity or any other characteristic protected by law.

Moss Adams, which is part of the Baker Tilly family of companies, complies with federal and state disability laws and makes reasonable accommodations for applicants and employees with disabilities. If reasonable accommodation is needed to participate in the job application or interview process, to perform essential job functions, and/or to receive other benefits and privileges of employment, please contact careers@bakertilly.com.