



TAX & WEALTH
MANAGEMENT, LLP

**APPLICATION DEADLINE:
NOVEMBER 4TH
AT 5:00PM**

LOCAL PAID INTERNSHIP IN CORVALLIS!

In-Person Tax & Data-Entry Internships

Tax & Wealth Management is a CPA firm that specializes in tax preparation and financial management. We are a tight-knit group which focuses on personal growth and professional excellence.

Job Functions and Benefits:

- Prepare client tax returns.
- Flexible scheduling (only a minimum of 12 hours per week and you don't have to take the term off).
- Sets you up for a summer internship by giving you immediate experience.
- Work hands-on in a fast-paced office environment during tax season.
- Learn about important tax documents and how they flow into a tax return.
- Sort and scan original client documents for tax preparers.
- Appropriately file client and office documents.
- Create client binders and work with UltraTax (tax software).
- Assemble finished tax returns.
- Assist with special projects.

How to Apply:

- Send an email with a copy of your resume to Logan and Connor at intern1@taxandwealthmanagement.com and include why you're interested in joining our team.
- Or scan the QR code and apply through the form.

