



**VACANCY FOR
A PERSONAL TAX APPRENTICE
APRIL 2021**

**VACANCY FOR A PERSONAL TAX APPRENTICE AT PLUS ACCOUNTING
CHARTERED ACCOUNTANTS, BRIGHTON
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Introduction to Plus Accounting

Plus Accounting was established in 1992 by Paul Feist who is the managing director. The firm has currently three other directors, four managers and a further twenty members of the team who work across four departments: Business Services, Corporate, Personal Tax and Plus Advisory. The firm has two members of the team who have full time marketing and business development roles. This is to help the firm with its commitment to a high growth programme.

Despite the current economic climate, as a firm we are on course for another successful year and we are now looking to recruit an enthusiastic, high quality school/college leaver to join our Personal Tax Department as a personal tax apprentice.

What we are offering

The successful candidate will be offered the following opportunities and benefits:

- A position as an apprentice in the Personal Tax Team.
- A supported study package working towards the ATT qualification and the opportunity to study toward the CTA qualification.
- A role which will mainly focus on the preparation of personal tax returns. As you develop there will be the opportunity to be responsible for managing your own personal tax client portfolio and to learn new skills.
- Working within a team supported and mentored by a personal tax advisor, manager and directors.
- Helping to achieve the Personal Tax team objectives of high-quality client service and growth.
- A friendly working environment and open door policy.
- A competitive salary and a range of benefits including:
 - A study package covering the cost of course fees, exams and professional subscriptions.
 - 35 days holiday (this includes the bank holidays).
 - Working from home to include the provision of laptop and screens.
 - Group life insurance cover.
 - Regular Social Events.
 - An established Wellbeing programme.

What we require from you

We are looking for the following in the ideal candidate:

- A strong desire to pursue a career in personal tax.
- Three A-Levels or equivalent at grade B or above would be beneficial, excluding General Studies. The grades can be obtained or projected.
- GCSE Maths and English at grades 9-6.
- A professional approach, ability and commitment to balance both work and study.
- Very good communication and IT skills.
- Being able to work successfully within a team.
- Being comfortable using your own initiative and responsible for producing high quality accurate work.
- A “can do” attitude and strong work ethic.
- To show that you are enthusiastic and ambitious.

In Summary

If you feel you have the necessary skills, ability and desire to start your professional career in personal tax with a forward-thinking firm, then we look forward to receiving your CV and covering letter applying for this role.