



## **About Evolved LLC**

At Evolved, we make compliance effortless. Tax is a major priority for any company; we help business owners protect their credibility, relationships, and profits with full-service business and tax consulting services. Whether investigating the most complex situation or simply helping tackle the nuts and bolts of tax regulation, we are an experienced and agile team that ensures it gets done right.

We are currently seeking a highly motivated individual with proven business and technical acumen for the following role:

### **Intern Tax Associate**

#### **Job Summary:**

As an Intern Tax Associate, you will provide quality, responsive services and work products to ensure client satisfaction and achieve team goals. Through your understanding of complex tax concepts, you will collaborate with the engagement team and client management to prepare effective approaches to tax situations. You will also analyze tax information to assist in the development of recommendations and implementation plans for complex engagements and decision-making areas. Our culture focuses on partnership with each other and our clients. Prospective candidates should be able to work well in a team environment.

#### **Job Duties and Responsibilities:**

- Prepare and review computations, workpapers, schedules, and other items related to tax return filings, estimated and extension payments, for federal, state, and foreign jurisdictions.
- Perform technical research supporting positions taken in tax filings.
- Assist with client tax planning and provide business expertise based on working knowledge of client industries and experience with broad entity types.
- Meeting deadlines and completing work products to drive successful client engagements.
- Actively support and participate in engagement planning and decision-making.
- Keep up-to-date on current tax practices, technical issues and changes in tax law.
- Contact tax agencies to obtain information, resolve issues, and reconcile notices.

#### **Qualifications:**

- Bachelor's degree in Accounting or related field.
- Leadership, problem solving, and strong interpersonal, verbal and written communication skills.
- Working knowledge of Microsoft Excel, Word, Power Point, and Outlook.

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New York, NY 10036

[evolvedtax.com](http://evolvedtax.com)



**What we offer upon full-time:**

- Generous PTO and firm-paid holidays.
- Competitive benefits package including 401(k) employer contribution of 6% and 100% paid employee only medical coverage.
- Firm-sponsored trainings and investment in external trainings.
- Fun firm-sponsored events like semi-annual outings and networking events.

**All qualified applicants will receive consideration for employment without regard to race, color, religion, gender, gender identity or expression, sexual orientation, national origin, genetics, disability, age, or veteran status.**

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