

Tax Technician

Lipton LLP

At Lipton LLP, we are guided by a simple vision: to be the mid-sized account firm of choice for privately-owned businesses and entrepreneurial individuals. We seek to provide excellent and personalized business advisory services by seeking new opportunities to positively impact our clients.

Our team is united under one common purpose: to forge deep connections with our clients, allowing us to build trusting and productive relationships that create meaningful impact. We look to bring together ideas, people and skills to create even better value for each of our clients – helping them achieve their true financial potential.

Lipton offers the CPA Ontario pre-approved Practical Experience Requirement as part of the CPA Certification Program.

JOB DESCRIPTION

The Tax Technician has a keen interest in being immersed in tax planning and compliance work. They are responsible for preparing income tax returns for a variety of clients. Much of the work is project-based.

DUTIES/RESPONSIBILITIES

- Prepare personal, corporate, trust, and partnership returns
- Prepare T4s and T5s, as well as other compliance tax slips
- Review and respond to reassessment and post-assessment reviews by the CRA
- Assist in the preparation of Notice of Objections and other special election returns
- Liaise with CRA regarding various tax matters
- Analyze and interpret tax legislation
- Prepare and submit HST returns
- Support the preparation of Form 1040 US individual tax returns

REQUIREMENTS

- Completion of Post-Secondary Degree with a focus in Accounting or Business Administration
- 1-2 years of experience in accounting (specifically tax) or bookkeeping role
- Working towards the CPA designation is an asset
- Experience preparing personal tax returns is an asset
- Basic technical knowledge of accounting and auditing
- Understanding of tax return components (corporate and personal)
- Superior attention to detail, communication, and organization skills
- Experience working CaseWare and TaxPrep considered an asset

Applications may be sent to Talya Feldberg, HR Manager at careers@liptonllp.com. To learn more about our Firm, please visit www.liptonllp.com.

We thank all applicants in advance for their interest; however only those candidates selected for interviews will be contacted.