



Now Hiring: Winter Tax / Audit Intern

Cray, Kaiser Ltd. offers a paid internship experience to selected college accounting students each year during the tax season, January through April. Applications for tax season internships are accepted May through October each year. **The candidate selection process is typically finalized by October 31st.** Interns work closely with partners and staff on current client assignments. The objective is to provide real-time experience in all types of accounting work in the public accounting forum.

What You'll Be Doing:

- Monthly accounting and reconciliation of client books
- Preparation of 1099's
- Preparation of 1040, 1120S and 1065 tax returns
- Preparation for audit work
- Audit field work
- Miscellaneous office filing and data entry
- And more!

You will accomplish these tasks with a variety of software, including: Lacerte Tax, Accounting CS, Advance Flow, QuickBooks, Excel, Word and BNA Fixed Assets.

Depending on assignments, there is local travel to clients in the six-county metropolitan area. The work hours are Monday to Thursday from 8am - 7pm, Friday 8am - 4:30pm, and Saturday 9am - 4:30pm. We offer some flexibility with start times if you have a morning class and flexibility with ending times to accommodate evening classes. Understanding you may have remaining college courses to complete, and school is your first priority, CK will be flexible around your academic responsibilities. A minimum of 40 hours per week is expected. Should the candidate have additional hours available, we are happy to expand the hours and further enrich your experience.

What You'll Need to Be Successful:

- Must be an accounting major
- Must have completed at least one tax course
- Must be able to work 40 plus hours a week (we do not work on Sundays, but Saturdays are required from 9am - 4:30pm)
- Must be able to work in Oak Brook, IL (housing not provided)
- You must have the ability to travel to the CK office and client offices

About Us:

Since 1972, Cray, Kaiser Ltd. has been serving a diverse client base with a focus on family-owned and closely-held businesses. Besides the standard audit, accounting, and tax programs, we offer our clients a full range of business consulting services to assist with the complete life cycle of the business.

Our team is driven by its [mission, vision](#) and core values. As you get to know us, you'll see that the five core values – education, integrity, people, care and trust – serve as anchors through our work and actions. To learn more about each value, [please click here](#).

Curious about what it's like to intern at CK? Meet the 2020 tax season interns. They'll be happy to share what their experience was like and why CK was a great place to expand their skillsets so you can determine whether our firm might be a good fit for you, too!

[WATCH: Cray Kaiser's 2020 Tax Interns](#)

COVID-19 Considerations:

We are taking every precaution to ensure that our team remains safe and well while in the office. As a result, we are offering a lot of flexibility for work-from-home and remote work options during the pandemic. We're happy to discuss and share more about what the virtual work environment looks like at Cray Kaiser in the short and long-term.

Interested in Learning More?

Please e-mail your resume and salary requirements to: joinourteam@craykaiser.com