Tax Consultant

HR Block - Alberta

Job ID
50366

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LOCATION	DATE POSTED	EXPIRY DATE
4908 50th Ave, Olds, AB | Alberta	05-06-2026	02-12-2026

TYPE OF JOB	SALARY	MIN. EXPERIENCE	MIN. EDUCATION
Full Time	CAD 44	1 year to less than 2 years	Bachelor's degree

Job Details

LocationOlds, AB

T4H 1S2

Work locationOn site

Salary

44.00 hourly / 35 hours per week

Terms of employment

Permanent employment

Full time

Early morning, Morning, Day

Starts as soon as possible

vacancies1 vacancy

Job Description

Plan, set up and administer accounting systems

Supervise staff

Train staff

Analyze clients' financial records

Prepare financial information for individuals, departments or companies

Develop financial plans for clients

Prepare reports and audit findings

Recommend improvements to accounting systems and management practices

Conduct field audits of businesses to ensure compliance with provisions of the Income Tax Act, the Canadian Business Corporations Act or other statutory requirements

Prepare income tax returns from accounting records

Review and examine financial services and institutions to ensure compliance with governing legislation and regulation

Examine accounting records

Provide financial, business and tax advice

Oversee payroll administration

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