**Tax Audit Intern**

The purpose of this internship is to become knowledgeable of public sector (government) tax audits. The intern will learn the process of examining accounting books and records of business firms to determine the tax liability. This project will involve meeting with the public and interpreting laws and regulations relating to the administration and enforcement of sales tax or license provisions.

**Targeted majors:** Finance, Accountancy, Pre-Law and Business or interest in finance, accounting, auditing, taxation, law and business careers

**GPA Requirement:** Minimum cumulative GPA of 3.0

**Desired Education Level:** Students entering their Sophomore or Junior year in college

**Qualified candidates will possess the following skills:**
- Self-starter; able to work well without constant direction
- Strong written and verbal communication skills
- Organizational skills
- Detail oriented
- Experience with Excel spreadsheets

**Time Commitment:** 10-12 week summer internship

**Starting Date:** May/June 2013

**Work Location:** Downtown Phoenix

**To Apply:** Submit a cover letter and resume via email to jackie.johnson@phoenix.gov