

Part-time Intern in the Personal Tax Team



At PwC, our purpose is to build trust in society and solve important problems. We're a network of firms in 155 countries with over 284,000 people who are committed to delivering quality in assurance, advisory and tax services.

A career in our Global Mobility team, within Tax services, will provide you with the opportunity to support our clients in a special area of HR – mobility of employees around the world and the related tax, social security and other relevant aspects.

The position offers a combination of HR, taxes, social security and employment related matters. **We offer 4 or 5 or 6 hours of work per day, depending on the intern's availability and flexibility, which can later be extended to a full-time job.** The internship is not limited in time.

Your main responsibilities:

- Communicate with the tax and social security authorities;
- File and obtain from the tax authorities tax numbers, certificates for paid taxes, tax residency certificates etc;
- Participate in all compliance tax related services for employees in cross-border situation, i.e. seconded to and from Bulgaria;
- Participate actively in preparing annual personal income tax returns, including making calculations and filling in forms;
- Prepare advance tax calculations and shadow payroll for clients;
- Assist with tax refund procedures;
- Make research for preparation of advice to clients on personal income tax and social security matters concerning also local Bulgarian employees;
- At a later stage - participate in consulting tasks/projects – analysis and preparing reports on the personal income tax, social security implications and related aspects to the movement of people cross-border;
- Communicate with clients and other PwC offices;
- Work with relevant PwC databases and tools.

What we offer:

- Flexible working time
- Home office work opportunity
- Professional experience in an international setting
- Company training and excellent opportunities for professional and career growth
- A "Coach" and a "Buddy" programmes to help you integrate, develop and perform well
- Challenging and interesting projects
- Professional, positive and team-oriented working environment
- Comprehensive employee benefit program
- Central office location

Successful candidate profile:

- University students in Economics, Business, Accounting, Finance and Law
- Proficiency in English;
- Computer literacy in Microsoft Office;
- Digitally oriented and eager to learn new technology;
- Excellent communication and interpersonal skills;
- Comfortable with figures, Excel, calculations - considered a strong advantage
- Professional curiosity, energetic and responsible nature, eagerness and motivation to learn new things and internal drive to develop.

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For more information, please contact our Recruitment Specialist

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