

**What you'll do...**

Helping others is what H&R Block does best, which means you'll get to see the impact of your work firsthand and will have the opportunity to inspire people to make confident, informed decisions about their lives, careers, and money.

Joining us<sup>1</sup> as a **First Year Tax Professional** means you'll have access to advanced tax training you'll need to be successful. You'll also have the freedom, flexibility, and extra earnings you'll need to embrace what makes your life uniquely yours.

When you join our team, you'll find that we're here to live the H&R Block brand purpose—to provide help and inspire confidence in our clients and communities everywhere.

**Day to day, you'll...**

- Conduct face-to-face tax interviews with clients
- Prepare complete and accurate tax returns
- Generate business growth, increase client retention, and offer additional products and services
- Provide IRS audit support
- Support office priorities through teamwork and collaboration

**What you'll bring to the team...**

- Ability to effectively communicate in person and in writing
- Experience working in a fast-paced environment
- Successful completion of the H&R Block Tax Knowledge Assessment or Income Tax Course
- Ability to meet all IRS and applicable state requirements and completion of required continuing education
- High School Diploma or equivalent

**It would be even better if you also had...**

- Previous experience in a customer service environment
- Sales and/or marketing experience

**Bilingual candidates strongly encouraged to apply!**

<sup>1</sup>*This office is an independently owned and operated franchise office operating under an agreement with H&R Block. Franchisees make their own hiring decisions and any questions regarding employment at this office should be made directly to the franchisee.*

<sup>2</sup>*Enrollment in, or completion of the H&R Block Income Tax Course is neither an offer nor a guarantee of employment.*