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Tax Advisory Partnership (TAP)

2025 UK Private Client Apprenticeship Programme

Location: City of London

Salary and benefits:

- £21,500 starting salary
- 20 days annual holiday whilst training, increasing to 25 days once ATT qualified.

After 3 month probation period:

- Full study support for the ATT, including attendance on external training courses.
- Matched pension: max 5% (backdated to employment commencement)
- Death in Service: 4x salary
- Up to £5,000 Season Ticket Loan (or other pre-approved purpose)

Programme start: **ASAP**

Tax at TAP

Ready to dive into the world of tax with a small, boutique Tax specialist firm full of opportunity? At TAP, you won't just be crunching numbers—you'll be solving real-life challenges from day one. Our Tax Apprenticeship Programme is designed to give you responsibility, valuable work experience, and a respected qualification.

This is a fantastic opportunity for a motivated and mature individual to start their professional career in UK private client tax services. In this entry-level role you will be working towards a recognised qualification (Association of Tax Technicians) and gaining valuable on-the-job experience with a young and vibrant specialist tax firm.

About the Tax Apprenticeship Programme

What You'll Do:

- Learn about the UK personal tax compliance process and become part of the client service team.
- Responsibilities will include:
 - tax administration and management,
 - preparing self-assessment tax returns,



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- corresponding with clients and third parties including HM Revenue & Customs,
 - tax return related preparatory work such as spreadsheet analysis.
- Gain hands-on experience and connect with subject-matter experts.
 - Achieve a professional qualification with the Association of Tax Technicians, which may lead on to studying for the Chartered Tax Advisor exams.

What We Offer:

- A supportive and inclusive environment with mentorship and guidance.
- Opportunities to develop management and commercial skills.
- Full on the job and third party training provided.
- A permanent role waiting for you after the Apprenticeship programme.
- Flexible working options and a focus on your wellbeing.

Who We're Looking For:

- Curious, resilient, and adaptable individuals.
- Strong analytical and logical skills with a passion for problem-solving.
- Excellent communication and interpersonal skills.
- The ability to balance study and professional work.

Requirements:

- Three A-levels (or equivalent) with a minimum of 160 UCAS points (excluding General Studies and Extended Projects).
- 5 GCSEs (or equivalent) at 9 - 4, including 5s in Maths and English.

About TAP

TAP is a young and vibrant specialist tax firm, which brings together a wealth of wide ranging experience and expertise in all areas of UK and US tax advice and compliance. The successful candidate will be joining our UK private client tax team, which specialises in international private client tax matters, with a particular focus on the tax issues faced by foreign national, non-resident and expat taxpayers.

We also have a US team, which advises US persons on their often extensive US tax filing responsibilities, and a UK corporate tax team, which assists companies and businesses with all aspects of their UK and international tax compliance, as well as advising on specialist tax areas such as mergers and acquisitions.