



WTS TAX (IRELAND) LIMITED



#JOB-2462933



42 Fitzwilliam Place, Dublin 2, D02 P234



No of positions : 1



Paid Position



37 hours per week



35000.00-40000.00 Euro Annually



07/08/2026



04/09/2026

How to apply

Application Method :

Not available



Open your camera app & point here to view this ad online



Tax/Insolvency Associate Trainee

Application Details

In order to work in Ireland a non-EEA National, unless they are exempted, must hold a valid employment permit. Please review the [Eligibility and requirements for an employment permit](#) if you are unsure of your eligibility to apply for this vacancy.

Job Description

WTS Ireland is part of WTS Global, the world's largest independent non-audit tax practice. We are in a phase of fast paced growth and increasing client demand for services across all our service lines. We support the ongoing professional development of our staff. This is a full-time, permanent position offering flexibility for hybrid working of up to 2 days per week. The role provides an excellent opportunity to develop practical experience in tax and corporate insolvency, working on varied and complex assignments. You will receive support and guidance from experienced colleagues and gain exposure to a broad range of clients, stakeholders, and professionals.

Key Responsibilities will include;

- Supporting case managers with the day-to-day administration and progression of insolvency assignments.
- Set up and onboarding new clients on the firm's CRM systems.
- Preparing statutory forms, reports, notices, correspondence, and other documentation.
- Preparing employee redundancy and related claims.
- Gathering and analysing company, creditor, debtor, and financial information.
- Assisting with the verification of assets and liabilities, creditor claims, and distributions.
- Maintaining complete and accurate case files in accordance with internal procedures and regulatory requirements.
- Communicating professionally with directors, creditors, debtors, employees, legal and professional advisers, and public bodies.
- Supporting investigations into company transactions, financial records, and directors' conduct.
- Assisting with meetings, case progression, and monitoring deadlines.
- Handling confidential and commercially sensitive information with discretion and professionalism.
- Recording time accurately and promptly in accordance with the firm's procedures.

Qualifications and Experience

- Studying or interested in studying towards a CTA qualification.

- A relevant degree or other third-level qualification is desirable.
- Previous experience of taxation and or insolvency would be advantageous.

Skills and Attributes

The successful candidate will demonstrate:

- Excellent organisational, time-management, and time-recording skills.
- The ability to prioritise and reschedule work, manage conflicting deadlines, and communicate potential delays promptly.
- The ability to identify key issues, propose practical solutions, and escalate matters when appropriate.
- Strong IT skills, including advanced proficiency in Microsoft Excel and Word.
- Excellent attention to detail and the ability to produce accurate work within strict deadlines.
- The ability to remain effective and professional when working under pressure.
- Strong written and verbal communication skills.
- A collaborative approach and the ability to build effective relationships with colleagues, clients, legal advisers, and other external service providers.
- A strong commitment to delivering professional and client-service excellence.
- A highly motivated, energetic, and professional approach.

- This vacancy is suitable for Remote/Blended working
- **Sector:** financial and insurance activities

Career Level

- Experienced [Non-Managerial]