



Associate Attorney – San Diego

Company Profile:

Hone Maxwell LLP is a tax law firm with offices in San Francisco, Irvine, Tijuana and San Diego. Our practice encompasses the full spectrum of federal, international, state, and local tax issues for individuals and businesses. These include tax planning, representation in tax audits, appeals, and tax controversies involving both civil and criminal claims. As attorneys with a public accounting background, we aim to thoroughly understand the underlying issues, questions, and laws so we can represent our clients effectively. We work with a wide variety of clients, with a specialization in the needs of same-sex couples.

Position Description:

- Manage Federal and state income/franchise/payroll/sales & use tax audits/protests/appeals
- Assist with international tax consulting
- Assist with corporate formations, transactions and related work
- Day to day maintenance of collection, audit, appeals and other legal cases
- Participate in negotiation process and issue resolution
- Evaluate facts, assess risk, and advise clients on various complex tax issues
- Research and analyze complex tax issues
- Perform tax calculations and other tax related analyses
- Counsel clients on the consequences of new and updated federal and state tax laws
- Interface with outside advisors
- Participate in tax compliance projects as needed

The Associate Attorney is an exempt position. Exempt employees are expected to work the appropriate and necessary time in order to complete key assignments and related tasks on schedule.

Education and Experience:

- Juris Doctor and CA Law License or tax preparation certification required
- 1 – 3 years tax experience or LLM in Tax required
- Spanish / Mandarin speaking preferred

Knowledge, Skills and Abilities:

- Excellent communication and negotiation skills
- Ability to work closely with a variety of people including clients, officials from government tax agencies, accountants, and other tax professionals
- Strong legal research and writing skills



- Strong technical proficiency in domestic and international taxation
- Detail-focused and highly organized work habits
- Excellent time management and prioritization skills
- Professional demeanor and advanced interpersonal skills
- Exercises excellent judgment in handling confidential information and sensitive matters
- Demonstrates ability to engage in a direct, truthful, and professional manner; ability to present accurate and appropriate information
- Willingness to meet the needs of a cyclical tax season schedule
- Proficiency in MS Office suite of products required

Personal Attributes:

A commitment to excellence, academic and emotional intelligence, efficiency, and adaptability are highly valued at our firm. Applicants should be responsible and self-motivated. Maintaining a positive work environment is very important to our company and it is important this position is filled by someone who is genuine, self-assured, and committed to personal and professional growth. Applicants must have integrity and respect for client confidentiality.

Application Instructions:

- Only candidates who meet the above-stated qualifications will be considered.
- Email a resume and cover letter explaining your interest in the position in PDF.
- The email subject line should read: Application - ["enter your full name"].

Additional Information

Location: Mission Valley, San Diego
Start Date: ASAP
Status: Exempt
Pay: Commensurate with experience

Contact Information

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Hone Maxwell LLP is an equal opportunity employer.