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# Example of Corporate Tax Accountant Job Description

Our company is growing rapidly and is searching for experienced candidates for the position of corporate tax accountant. We appreciate you taking the time to review the list of qualifications and to apply for the position. If you don’t fill all of the qualifications, you may still be considered depending on your level of experience.

## Responsibilities for corporate tax accountant

* Working to prepare quarterly estimates and annual extensions
* Provide research on a variety of tax issues
* Participate in the month-end, quarter-end, and year-end closing processes
* Assist with special projects, such as transfer pricing, securing various tax credits/incentives, federal/state audits, , as needed
* Assist with all domestic corporate income, gross receipts and franchise tax return compliance
* Manage state and local corporate income and franchise tax audits
* Oversee correspondence with federal, state and local jurisdictions and resolve tax issues
* Manage federal and state tax depreciation books within fixed asset software
* Assist in the computation and review of the ASC 740 income tax provision for all domestic entities, including FIN48 reserve determination and documentation
* Assist with the facilitation of quarterly reviews and annual audits with our external public accounting firm for ASC 740 provisions and tax structuring projects

## Qualifications for corporate tax accountant

* CPA preferred (or CPA eligible)
* Experience in public accounting a major plus!
* At least 2 year’s experience in tax role required
* Prepare tax disclosures and footnotes for the SEC Form 10-K and 10-Qs
* Serve as a resource to legal team for tax review of contracts and agreements
* Responsibilities may include training employees and/or consultants relative to certain projects