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# Example of Corporate Tax Manager Job Description

Our innovative and growing company is hiring for a corporate tax manager. To join our growing team, please review the list of responsibilities and qualifications.

## Responsibilities for corporate tax manager

* Periodic review of compliance and reporting processes and controls, with a view to continuous improvement
* Maintain and develop UK transfer pricing documentation
* Manage the ASC 740 (FAS 109) tax provision process, accounting and related financial statement disclosures as part of the quarterly and annual close
* Responsible for preparation of the US income tax returns
* Assist in the preparation of quarterly and annual global income tax provision for the company
* Responsible for managing US federal and state tax audits
* Assist with other tax matters including ongoing review of tax procedures in order to streamline processes and minimize risk
* Develop strategic initiatives to reduce the world wide effective tax rate
* Develop strategic plans to optimize cross-border transfer pricing in order to minimize overall effective tax rate of the company
* Identify risk and technical matters, selling opportunities, to the Partner/Manager

## Qualifications for corporate tax manager

* Ensure compliance with U.S. and International transfer pricing regulations
* Previous experience with Section 382, provisions and corporate M&A preferred
* Current expertise with ASC 740
* Knowledge of ProFx and Go File Room
* Background in public accounting required
* Experience with including Microsoft Office Suite, advanced proficiency with Excel, Word, RIA, CCH, BNA, GoSystem and other research tools