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# Example of Director, Tax Job Description

Our company is looking for a director, tax. To join our growing team, please review the list of responsibilities and qualifications.

## Responsibilities for director, tax

* Monitor and anticipate changes in state and federal tax rules, regulations, and interpretations
* Preparation and filing of all federal, state and all other tax returns
* Direct or assist in evaluation of various corporate tax structures with the goal to minimize international, US, and state income tax and exposure for all operating entities
* Responsible for overseeing the tax department’s technology, including SharePoint processes, income tax provision and compliance systems and research tools with the key objective of assisting the Head of Tax achieve cost savings and improved processes
* Research and documentation of the company’s U.S. and state tax filing positions
* Management of all income and sales tax compliance obligations
* Participate in the development of strategies to help mitigate that risk
* Develop a deep understanding of the intended role of the potential alliance partner in accelerating achievement of the business strategy and help develop go-to-market strategies that will maximize the impact
* Initiate validation of independence and ensure that an appropriate NDA is in place
* Facilitate the development of a partnering hypothesis and forge agreement with the potential alliance partner on a plan to identify and pursue pilot clients to test the hypothesis

## Qualifications for director, tax

* Ideal candidate has primarily provision/reporting experience with public companies and diverse domestic tax research, planning, and compliance skills
* Sound tax compliance background
* Ability to support tax planning efforts of the shareholders and business leaders through proactive strategic thinking
* CPA, JD or MST preferred
* Professional accounting/tax qualification (CTA, CPA, ACCA)
* 8+ years of relevant tax experience preferably with multi-state operations