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# Example of Global Tax Job Description

Our innovative and growing company is looking for a global tax. Thank you in advance for taking a look at the list of responsibilities and qualifications. We look forward to reviewing your resume.

## Responsibilities for global tax

* Ensure highest quality of regulatory submission and responses from clients are reviewed and recorded appropriately
* Maintain GPIM’s procedures and Tax Compliance job aids
* Oversee international tax projects for transfer pricing studies, E&P and cash repatriation planning
* Manage Subpart F calculation
* Assist with US Federal and State Income tax compliance review
* Support the Global tax provision calculation
* Assist with tax planning, IRS audits, tax notices and special projects
* Review of federal, state and foreign tax workpapers and tax filings for a number of companies in the consolidated group
* Tax research and documentation
* Projections and “what if” analysis

## Qualifications for global tax

* Able to understand and articulate complex US and Non-US tax concepts to Fund management team
* Responsible for federal, state, local and Non-US income tax filing requirements of the Fund
* Responsible for quarterly and annual withholding tax filings (foreign, federal state and local)
* Responsible for the Funds annual 1099 filings process
* Coordinate with product specialist investor information requirements for K-1 distribution
* Ensure proper supporting documentation is maintained and accessible internally