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# Example of Tax Services Senior Manager Job Description

Our innovative and growing company is looking to fill the role of tax services senior manager. 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 tax services senior manager

* As a Senior Manager, a significant portion of responsibilities will be in the development of the practice, attracting and mentoring talented professionals
* Oversee the efforts of multiple client services teams on client engagements
* Research complex tax issues related to estate planning and wealth transfer strategies
* Work closely with partners responsible for developing the US tax consulting practice
* Work together with senior managers and partners in the management of an international tax team, including delegating and reviewing work, managing staff workload and mentoring
* Establish and communicate business development strategies and targets for Hong Kong and the Mainland China markets
* Leverage on the general knowledge of Hong Kong and China tax to analyze and understand clients’ needs to develop penetration strategies for new business opportunities
* Cultivate customer relationship, deliver effective proposals, and negotiate contracts to capture profitable new business
* Effectively brief and leverage partners and professional staff on strategy and tactics to enhance customer relationships and consummate deals
* Establish, communicate and hold direct and matrix team accountable for proposal objectives and deliverables to maximize revenue growth

## Qualifications for tax services senior manager

* Experience preparing and reviewing Corporate, S-Corp
* 8+ years recent accounting firm experience including managing multiple tax accounting projects and client engagements, directing and scheduling staff and managing work flow
* Significant experience working with high net worth individuals and family groups
* Experience in estate and gift planning
* Experience in managing and supervising US tax compliance engagements, including Form 1065, Form 1120, Form 8865, Form 5471
* Represent and provide market exposure for the Firm at public events