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# Example of Tax Services Senior Job Description

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

## Responsibilities for tax services senior

* Provide support for the department on daily operations, maintain records in CRM
* Research and development tax credit engagements
* Comprehensive fixed asset engagements including cost segregation, repairs and maintenance and depreciation studies
* Tax accounting method planning engagements including inventory accounting, income deferral and recognition, accelerating and accruing deductions, domestic manufacturing deduction and meals and entertainment
* Tax accounting method change compliance ensuring clients comply with applicable authorities and identifying options for minimizing client tax and reporting burdens while ensuring firm risk management and tax quality control standards and protocols are met
* Identifies all areas in which research is necessary and conducts appropriate investigations, prepares studies of tax implications and outlines alternative courses of action, composes memos and develops and delivers effective presentations
* Team with Partners, Senior Managers and Managers on proposals and business development efforts
* Assists with administrative tasks including engagement letter and fee management, billing and collections
* Assisting with engagement workflow management and supervising staff on assigned engagements
* Acting as a trusted business advisor to clients on a variety of issues including overseeing complex tax projects requiring research and tax analysis for a variety of investment fund structures

## Qualifications for tax services senior

* Quantitative and modeling skills combined with interest and experience in process improvement and efficiency
* Strong technological and verbal/written communications
* CPA or Enrolled Agent certification, or law license is a plus
* Very good knowledge of tax law and regulations
* Knowledge of tax regulations applicable to Financial Services Clients in local and global markets
* Experience in advising Clients from the financial and insurance industry