



Example of Indirect Tax Job Description

Powered by www.VelvetJobs.com

Our growing company is looking to fill the role of indirect tax. If you are looking for an exciting place to work, please take a look at the list of qualifications below.

Responsibilities for indirect tax

- Perform simple tax calculations and assist with performing moderately complex tax calculations
- Prepare/assist service provider with preparing complex tax returns and reports involved with state, local, property, sales and/or other tax liabilities
- Prepare information used in tax audits and assist with meeting all required deadlines
- Prepare data required for Unclaimed Property compliance and provide to firms for required processes in timely manner
- Handle all inbound and outbound calls from internal personnel and customers with professional tax advice
- Responsible for manual decision making process of release of orders with tax logic
- Respond to ad-hoc queries on UK indirect tax issues
- Review contracts to identify and advise on any VAT issues or concerns
- Manage the provision of VAT training to finance and accounting staff
- Review VAT returns prepared by the Group's in-house VAT compliance team

Qualifications for indirect tax

- Confidence, poise, and diplomacy when interacting with all levels of management with tax authorities
- Associate's or Bachelor's degree in accounting/finance desired
- Bachelor's, emphasis in Accounting
- Must be fluent in both English and Cantonese

a FTSE 100/250 in-house corporate environment

- You must have an exceptional analytical and complex problem solving ability, possessing strong data and indirect tax technical skills