



Senior Tax Manager – Professional Services

Responsibilities

The Senior Tax Manager will report directly to the Director of Professional Services and their responsibilities will include:

- Managing the tax technical elements of the Institute's professional development (PD) offerings including researching PD topics, liaising with speakers regarding technical content and reviewing PD materials.
- Tax technical input into flagship PD events including the Annual Conference, Finance Bill/Act seminar tours and Budget Breakfast Briefings.
- Managing the tax technical development and rollout of the Institute's post-qualification structured training including key certificate and diploma programmes.
- Managing the tax technical content of the Institute's information services including:
 - TaxFind
 - *Irish Tax Series* publications
 - Tax technical support for the *Irish Tax Review* team
- Tax technical support for the marketing of all professional services.
- Involvement in other strategic tax technical projects as guided by the Director of Professional Services.

Qualities

- CTA qualified with minimum 3 year's post-qualification experience
- First-class tax technical knowledge across the tax heads
- Excellent written and verbal communication skills
- Ambitious and enthusiastic with experience of working within a team
- Ability to manage concurrent projects and tight timelines

Please forward a CV and brief cover letter to Úna Maguire, Director of Professional Services, at umaguire@taxinstitute.ie by Friday 24 March.