



GT Global Tracker offers companies a technological solution to manage the compliance risks associated with business travellers.

We are the only product that combines 4 critical processes in one App

- Pre-Trip Assessment
- Live Taxation Alerts
- Live Immigration Alerts
- Duty of Care Emergency Location

Business Travel is becoming more complex. Global Regulatory Authorities are taking a much closer look at Business Travel for the compliance issues they create with frequent business travel. New Global tax legislation means companies nowadays need to know not only where their business travellers are - but also to know what they are doing in that jurisdiction. We help with that - by counting the accumulated days each traveller spends in each location and applying our extensive rules engine of over 3 million algorithms to keep companies ahead of the compliance curve.

Due to expansion we have a number of tax research part time roles.

Tax/Social Security Research Manager (part time)

Job description

- Reviewing on a day to day basis the company's knowledge database to ensure it is correct and up to date.
- Monitoring global tax (corporate, payroll, PE etc) and social security policy/legislation and making the necessary modifications/additions to the company's knowledge database
- As and when required, liaise with subject matter experts to gain technical knowledge and expertise so that the company's database is at all time accurate and correct
- Complete updates and audits to the research database ensuring Quality Assurance (QA) is met at all times
- Assist in the production of data to the highest standards and sometimes within strict deadlines
- Source background material and validate to update database
- Work in accordance with procedures, identify changes resulting from system or client service amendments and proactively provide feedback on enhancements to procedures and working practices;

- Assist with database issues which require immediate action and liaise with colleagues to assist with the resolution of issues;
- Deal effectively and courteously with all requests
- Ensure documentation and resource material is maintained to the highest standard
- Serving as the indirect subject matter expert resource to clients by answering questions and providing direction and guidance to develop solutions regarding the tracking of global tax and/or immigration and/or social security issues
- Attend web broadcast meetings from time to time as required
- Collaborate with the Client Development team to support client contractual obligations and ensure client satisfaction with Global Tracker
- Report Global Tracker project progress to GT Executive Team and clients, as requested
- Identifying and executing opportunities for process improvement
- Demonstrates speed, agility, critical-thinking, and problem-solving skills in their work
- Identifying and driving initiatives to create efficiencies in the research process
- Proven ability to work autonomously

Skills and experience required

- You are AITI / CTA qualified (or equivalent) or a qualified accountant.
- A good level of IT literacy with a track record of using MS Office particularly excel
- You will have at least 1 year post qualification experience
- Excellent organisational capabilities
- Ability to research and create a database of credible and reliable resources
- Excellent communication and interpersonal skills.
- A detailed knowledge of international tax issues
- Ability to take the initiative, work with limited supervision
- Willingness to adapt to varying and changing demands

What we offer

- Opportunity to work for a technology start up
- 15/20 hours per week
- Flexible working. You decide when you work
- You decide where you work - from home or from our office in Blanchardstown.

If this role is of interest to you send your CV through to Jeanette Ryan (jeanette@gtglobaltracker.com).