



## **BCK Audit Accounting & Tax Limited**

BCK Accountants Ltd is a medium sized accountancy firm based in Island Bridge, Dublin 8. Our client base consists primarily of SME's and high net worth individuals. We pride ourselves on providing quality service to our clients, assisting them in making the correct decisions for their business whilst ensuring the highest level of statutory compliance.

**Job Title:** Tax Manager

**Reporting to:** Tax Director / Partners

### **Job Description:**

- To work as part of# the Tax Team, mainly leading compliance, but also some tax planning and consultancy.

### **Duties & Responsibilities**

- Review and co-ordination of income tax and corporation tax returns/ deadlines in an efficient and accurate manner.
- Liaising with clients to ensure timely submission of tax returns and payment of taxes.
- Liaising with Auditing / Accounts Department on tax compliance matters.
- Engaging with Revenue on behalf of clients.
- Dealing with ad-hoc tax related queries from clients.
- Meet scheduled deadlines for completion of work.
- Assist the tax director and partners with consultancy projects.

### **Qualification & Skills**

- Good computing skills, including Excel and Word.
- Advanced knowledge of Income Tax and Corporation Tax principles.
- Experience using sage tax pro is a plus
- CTA qualified
- 3 years + experience in a tax department
- Management experience essential
- A team player, with excellent interpersonal, communication and organisational skills.

Interested candidates should submit their CV to [Fergal@bck.ie](mailto:Fergal@bck.ie) or [Alison@bck.ie](mailto:Alison@bck.ie)