

## Doran + Minehane - About Us

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Doran + Minehane, chartered accountants, is a boutique professional services firm which is focused on delivering specialist solutions to both the SME sector and the investment management industry in Ireland and globally. Our main service lines include: annual financial statements, financial reporting, management accounting, tax compliance and planning, liquidation services and corporate secretarial services.

Since the firm was set up we have developed a deep technical expertise across our service lines and a strong reputation for reliability, performance and exceeding clients' expectations. Our client service teams focus on attention to detail and provide a practical mind-set that allows us to deliver a high-quality product, while our processes and organisation allow us to meet tight deadlines during busy reporting periods without compromising our standards.

Doran + Minehane has approximately 65 staff in Ireland, located in our offices in Cork and Limerick.

## Tax Consultant - Job Description

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### Position Overview

We have an opening for a qualified tax consultant with up to 3 years post qualification experience.

The main responsibilities of the role will include:

### Main Job Functions/Tasks

- Preparation of various ad hoc tax consulting reports, e.g. succession planning, corporate restructuring, and practical implementation of report recommendations
- Collation of information for the preparation of US tax returns
- Preparation of income/capital gains/capital acquisitions tax returns
- Liaising with clients to collate information for tax returns
- Liaising with Revenue on clients behalf and managing Revenue audits for clients
- Tax compliance for a portfolio of income tax and corporate clients

**Doran + Minehane** | [www.doranandminehane.com](http://www.doranandminehane.com)

Cork Office: The Old School, Summerhill, Chapel Street, Bantry  
Co. Cork, P75 VP95, Ireland.  
T 353.27.55462 F 353.27.55479

Limerick Office: 59/60 O'Connell Street, Limerick, V94 E95T, Ireland  
T 353.61.430000 F 353.61.408613

Doran + Minehane is an Irish registered limited company (No. 441526)  
Directors: Ian Doran (Secretary) | Michael Minehane | Stephen Doran  
Registered office: Cork address shown above

### **Key Competencies**

- Must have completed Irish tax exams
- Up to 3 years post tax qualification experience
- US tax knowledge an advantage but not essential
- Ability to prioritise and work to tight deadlines to ensure compliance requirements are met
- Team player and able to work on own initiative with good self-management
- Good communication skills
- Proficient in MS Office
- Ability to work as part of a team

In addition, an understanding of business practices gained through work experience may be helpful.

### **What we expect from the candidate:**

- Honesty in dealing with clients and colleagues
- Highly motivated to perform and develop
- Strong individual and team skills
- Work of the highest quality and technical competence

### **What we will provide:**

- Supportive work environment - while it is a challenging work environment due to the type of clients we have, it is also a support-driven environment where colleagues are always available to help
- Attractive remuneration package
- Flexible work and holiday arrangements
- Training, as required, in all aspects of our business
- Opportunity to grow and develop the role
- The opportunity to work with large, well known clients including listed entities

### **How to apply:**

Please forward a cover letter and CV to [careers@doranandminehane.com](mailto:careers@doranandminehane.com)

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