

Manager (Direct Tax) – Job Description

Key Responsibilities

Compliances:

This Primarily includes all the compliances under the Income Tax Act which includes the following:

- ✓ Quarterly computation and review of advance tax
- ✓ Ensuring timely filing of TDS returns
- ✓ Review of remittance certificates (Form 15 CB) in case of foreign remittances
- ✓ Ensuring timely filing of Income Tax returns of individuals (both residents and non-residents), domestic companies, foreign companies
- ✓ Ensuring timely filing of Transfer pricing report

Advisory:

- ✓ Provide advisory to the clients in terms of Indian Income Tax Law
- ✓ Provide advisory on tax planning opportunities to optimize tax incidence
- ✓ Provide advisory on cross border transaction in terms of Double Taxation Avoidance Agreement
- ✓ Advisory on structuring the business operations or Any other advisory

Transfer pricing:

- ✓ Ensuring preparation of transfer pricing documentation

Assessments:

- ✓ Preparation of paper books/ submission for scrutiny assessments
- ✓ Representation before the income tax authorities
- ✓ Preparation of paper books/ submission for filing appeals
- ✓ Representation before the Appellate Authorities

Requirement

- Qualified Chartered Accountant with PQE of 4 years in managing Direct Tax matters, International Tax, Foreign Remittances, Cross-border transactions, transfer pricing etc.,
- Must be willing to give presentations, trainings, writing articles etc.,
- Should have managed multinational clients from varied industries like Service, Trading and Manufacturing
- Must be able to lead and manage team, Able to do multitasking, Good analytical skills
- Good time management skills and the ability to priorities and maintain turnaround time
- The ability to work as part of a team and to build strong working relationships while interacting with clients (good communication skills)

Location : Panchsheel Park, New Delhi
Type of Employment : Full Time