



TAX CONSULTANT

Costas Tsielepis & Co Ltd, Tax Advisors, Auditors and Business Consultants, is seeking to recruit for immediate employment a **Tax Consultant** at its Headquarters in Limassol.

The successful candidate will be assigned to work with the Head of Taxation on various engagements covering a variety of tax-related issues and will also advise local and international clients.

JOB RESPONSIBILITIES

- Provide high-end tax consulting services to a portfolio of Clients
- Review or preparation of tax computations and tax returns, including calculation and settlement of the relevant taxes and interest
- Provide corporate tax support and to assist in the preparation of data, supporting documents and applicable correspondence, to be sent to tax authorities conducting tax reviews, enquiries and tax audits
- Involved with compliance tax work
- Planning work schedule around deadlines in a timely manner, and informing clients in advance of their obligations
- Communication, including on-site meetings, with clients to obtain all necessary information /clarifications/documentation
- Monitor tax changes locally and internationally and provide regular updates to Management and staff. Researching technical issues
- Handling ad-hoc tax issues

REQUIREMENTS

- College or University Degree
- ACCA/ACA certification or being at the last stage of the ACCA/ACA studies
- Minimum two years of experience working in a well-respected tax practice
- Outstanding communication and organisational skills
- Calm and effective under pressure
- Thrive under pressure in deadline-driven situations
- Diligent, methodical and reliable
- Fluent in written and spoken Greek and English
- Knowledge of MS Office, Caseware and Caseware Tax Forms

An attractive remuneration package commensurate with experience will be offered to the successful candidate. Generous employee benefits, training and development offered.

Please e-mail your CV to careers@tsielepis.com.cy quoting TC 09-2022. All applications will be treated in strict confidence.