

# CAREER OPPORTUNITY

## *With Pakistan's Pioneer Retail Store*

### SENIOR MANAGER FINANCE & ACCOUNTS

Are you looking for an excellent career opportunity in Finance? If you are aspiring to make a long term career with Pakistan's oldest and one of the largest chain of retail stores i.e CSD (Canteen Stores Department) you are invited to join us as Senior Manager Finance.

#### Eligibility

- **Qualification**. The applicants (Pakistani residents) should possess qualification in CA (Inter)/ACCA/ACMA/CIMA.
- **Experience**. Minimum 5 years hands on experience in Tax related matters (Sales Tax, Income Tax, and other taxation laws).
- **Age**. Candidates should not be more than 40 years.
- **Skills and Capabilities**. Applicants are expected to possess following competencies: -
  - Computer proficiency (MS Office etc).
  - Ability to learn and apply new skills.
  - Ability to handle difficult situations.
  - Must be proficient in any accounting software. Must be highly competent in using eFBR website should have in depth knowledge of e-filing of all tax returns (withholding, sales tax, income tax etc).
  - Should have up to date knowledge of taxation rates, rules and regulations.
  - Must be hard working and willing to work with diversified group members.

## Job Description

- Filing of Monthly Sales Tax Returns.
- Filing of Monthly Withholding Tax (salary and other than salary).
- Preparation of Tax Challans of Income and Sales Tax.
- Preparation of Annual Withholding tax Returns.
- Preparation of replies to Notices issued by Tax authorities.
- Correspondence with vendors for providing sales tax invoices and providing vendors with tax deduction certificates.
- Correspondence with customers for providing them Advance Tax deduction certificates.
- Keep track of updates with taxation rates, rules and regulations.
- Any other task assigned.

***Online application can be submitted at our website <https://career.csd.gov.pk/>***

***Applications be sent by 20<sup>th</sup> March 2022.***