

Job Description

POSITION DETAILS			
Functional Designation	F&A-Taxation Specialist	Department	Finance and Accounts
Sub Department	Taxation	HR Grade	
Location	Corporate Office	Reporting Manager	
Job Purpose			
<p>The Manager of Indirect Taxation is responsible for overseeing and managing the indirect taxation function within the organization. This role aims to ensure compliance with indirect tax regulations, optimize tax strategies, and provide expert guidance on indirect tax planning and reporting to support the organization's financial objectives and regulatory requirements.</p>			
Principal Accountabilities			
<ol style="list-style-type: none"> 1. Managing and supervising the day-to-day activities of the indirect taxation team, including indirect tax planning, compliance, and reporting, to ensure adherence to indirect tax regulations, minimize tax liabilities, and optimize tax benefits for the organization. 2. Leading the development and implementation of indirect tax strategies and policies to maximize tax efficiency, reduce tax risks, and support the organization's financial goals and operational objectives. 3. Conducting regular reviews and analysis of indirect tax laws, regulations, and developments to provide guidance and recommendations on indirect tax implications, opportunities, and risks for the organization's business operations and financial activities. 4. Collaborating with cross-functional teams, including finance, legal, and audit, to provide expert guidance on indirect tax-related matters, including tax implications for business transactions, mergers and acquisitions, and other strategic initiatives. 5. Managing and coordinating the preparation and filing of indirect tax returns, including GST returns and other regulatory filings, to ensure accurate and timely compliance with indirect tax requirements and reporting obligations. 6. Providing guidance and support to the finance team on complex indirect tax issues, indirect tax planning strategies, and regulatory compliance to foster a culture of continuous learning and professional development within the organization. 7. Collaborating with external tax advisors, consultants, and regulatory authorities to facilitate indirect tax audits, assessments, and inquiries, ensuring compliance with indirect tax laws and the implementation of recommended tax planning strategies and best practices. 8. Providing regular reports and updates to senior management on the organization's indirect tax position, key tax risks, and recommended actions to optimize indirect tax planning and compliance within the organization. 9. Contributing to the development and implementation of indirect tax planning strategies and initiatives that align with the company's mission, vision, and business objectives, driving tax efficiency and optimization of financial resources within the organization. 10. Overseeing the implementation and optimization of indirect tax management systems and tools to facilitate the collection, analysis, and reporting of tax data, ensuring the accuracy and integrity of tax-related information within the organization. 			

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Desired Profile

1. Educational Qualification: A bachelor's degree in accounting, finance, taxation, or a related field is required. A master's degree or relevant certifications in taxation, such as a Certified Public Accountant (CPA) or Chartered Accountant (CA), is preferred.
2. Experience: 5-7 years of experience in indirect taxation, tax planning, or a related field, with a focus on managing indirect tax functions and providing expert guidance on tax compliance and planning, preferably in the financial services industry.
3. Analytical Abilities: Strong analytical skills to interpret indirect tax regulations, conduct tax analysis, and provide actionable insights and recommendations for tax planning and decision-making.
4. Communication Skills: Excellent communication and interpersonal skills to effectively collaborate with cross-functional teams, external stakeholders, and regulatory authorities on tax-related matters and compliance requirements.
5. Attention to Detail: A keen eye for detail and accuracy in managing tax data, tax filings, and tax analysis reports to ensure compliance with tax regulations and reporting obligations.
6. Leadership Skills: Strong leadership and team management abilities to effectively lead and mentor a team of tax professionals, driving a culture of excellence and tax compliance within the organization.