

Senior Tax Accountant

Location: Baku

Grade: Senior Tax Accountant

Code: TX 80020

Employment type: Full time

We are seeking a skilled Senior Tax Accountant to join our team, playing a crucial role in delivering top-tier tax reporting and accounting services to our clients. This role involves handling various tax/accounting related tasks, ensuring accuracy in calculations, compliance with statutory regulations.

The successful candidate will:

- Prepare/review all types of statutory returns as well as track the filing obligations;
- Taking part on senior level in tax reporting, tax review and accounting projects;
- Prepare/review of deliverables (M&A, tax review reports, tax policy preparation, tax reporting, managerial accounting reports, etc.);
- Conduct tax review procedures on clients' accounting and control systems;
- Handle/review the bookkeeping and monthly analysis of the tax accounts, reconciliations as well as routine tax and accounting-related queries of the clients;
- Develop and maintain successful client relationships;
- Keep abreast of relevant changes in legislation, decrees, and practices of tax authorities;
- Preparation of proposal materials for potential clients.
- Support review and analyses of statutory returns;
- Ensure compliance with accounting and tax laws and reporting requirements of the clients;
- Negotiate with tax authorities to resolve tax payment issues and ensure tax filings are submitted within the estimated timelines;
- Work together with the finance, accounting, and operational teams on compliance requirements and applicable tax criteria;
- Support of the tax team with implemented accounting systems;

Requirements:

- Bachelor's or master's degree graduates with majors in Business Administration/Economics or Finance;
- Proficient accounting knowledge and basic understanding of logics of taxation;
- Proficient knowledge of Microsoft Word, Excel, Power Point;
- ACCA (F2, F3, F7, F9) qualification;
- You should have relevant experience/background on accounting software;
- You should be proactive, thoughtful, with a willingness to learn and undertake challenging different tasks;
- Having a good working stamina and ability to work under pressure;
- You should be able to demonstrate strong communication and presentation skills, credibility, and confidence;
- You should be motivated and determined, with strong analytical and problem structuring skills, an investigative and detailed mind, and a team spirit/collaborative approach;
- Language: proficiency in English (must) and Azerbaijani. Russian language would be considered an asset;

Why BDO?

You will:

- Have an opportunity to participate in advisory and consulting engagements;
- Develop your technical skills in tax legislation by getting training for senior level;

Interested candidates are requested to send their updated resumes to e-mail recruitment@bdo.az with **TX80020** mentioned in the subject.