

TAX MANAGER

About Audacie :

Ready to discover a world that combines adventure, growth and fun? Audacie is not only an employer, but a dynamic center where passionate minds come together to create extraordinary synergy. If you are ready to join a dynamic clan that seeks innovation, promotes growth and celebrates your uniqueness, Audacie is a firm that will satisfy you.

Role and main functions:

Reporting to the Senior tax manager, the Tax manager constitutes the link between the tax team and the Senior tax manager. He or she carries out planning, coordinates resources and ensures the execution of tax engagements. He or she also ensures the proper management of customer relations while acting as a resource person for professionals in the assurance department.

More specifically, its tasks will be as follows:

Carry out planning for upcoming tax engagements:

- Establish a schedule for tax engagements;
- Plan and identify potential issues surrounding the planning of resources necessary for the execution of tax engagements;
- Allocate tasks between the tax team, if necessary;
- Summarize the tasks to be carried out with the tax team, on a recurring basis.

Ensure the proper execution of tax engagements based on planning:

- Supervise, review and execute, as necessary, compliance engagements (personal income tax returns, company tax returns and trust tax returns);
- Supervise, review and execute, if necessary, engagements of a transactional nature (reorganization and tax planning, tax opinion, request for interpretation, etc.);
- Supervise and provide support to members of the tax team assigned to tax engagements;
- Carry out tax research and provide interpretation, if necessary;
- Review and write, if necessary, memoranda;
- Ensure compliance with the planned schedule;
- Answer tax questions from departments within the organization, as needed.

Present follow-ups to the partner responsible for the tax engagement:

- Communicate updates on the tax engagements, on a recurring basis;
- Analyze the hours devoted to the tax file for invoicing purposes and raise any significant discrepancies;
- Explain the issues of the engagement and provide interpretation, if necessary.

Ensure good customer relationship management:

- Schedule meetings with clients for monitoring and presentation of results, on a recurring basis;
- Oversee to the negotiation of tax services;
- Identify tax needs for potential clients and existing clients;
- Offer external training for clients;
- Participate in training conferences;
- Develop a business network.

Participate in the training process:

- Support the training process by providing training to tax specialists, tax technicians and other departments of the organization.

Requirements :

- Graduate degree in taxation, and a CPA or law title;
- 5 years or more of relevant experience in taxation within a professional firm;
- Knowledge of computer software (Word, Excel, etc.) and tax research tools (CCH online);
- Knowledge of tax return software (TaxPrep & Dr. Tax);
- Knowledge of Caseware accounting software (an asset);
- Fluency in French and English (an asset);
- In-depth knowledge of the Tax law.

Benefits and working conditions :

- Schedule of 37.5 hours per week ;
- 4 days week schedule during the summer ;
- Flexible hours ;
- Possibility to work from home ;
- Access to a group insurance plan ;
- Access to a telemedicine service and an employee assistance program (EAP) ;

- Casual and dynamic atmosphere ;
- Many organized social activities ;
- Work environment focused on fun, collaboration, trust, commitment and development.