

progeny

tax

Job Title: Senior Tax Advisor	Reports to: Tax Manager
Salary Band: Competitive	Location: Leeds

Job Purpose

As a Tax Senior you will be responsible for preparing tax returns for our high net worth clients as well as the ability to provide ad hoc tax advice including income tax, inheritance tax and capital gains tax planning.

Responsibilities & Accountabilities

- Building and maintaining client relationships.
- Spotting opportunities to provide additional services, such as legal and financial advice.
- Preparing tax returns for high net worth clients.
- Providing ad hoc tax advice including income tax, inheritance tax and Capital Gains Tax planning.
- Ensure tax compliance and procedures are adhered to.

Person Specification

- Excellent communication skills both written and verbal.
- Good organisational and administrative skills.
- Outstanding level attention to detail.
- The ability to maintain the confidentiality of all sensitive material and information.
- The ability to remain calm under pressure with an ability to work in a fast-paced environment.
- Flexibility and adaptable.
- The ability to understand differing priorities and ensure relevant deadlines are met.

Benefits

- Competitive salary and bonus scheme
- 25 days annual leave in addition to bank holidays.
- Group Pension Scheme and Private Health Care Scheme.
- Life Assurance Scheme.

**This job advert isn't exhaustive and a detailed role profile is available upon request*