



Tax & Legal Senior Executive

What impact will you make?

Every day, your work will make an impact that matters, while you thrive in a dynamic culture of inclusion, collaboration and high performance. As the undisputed leader in professional services, Deloitte is where you will find unrivalled opportunities to succeed and realise your full potential.

The Team

Deloitte delivers deep knowledge of tax and regulatory requirements as well as a breadth of experience applying them in practice worldwide. Practical tax advice combined with our consistent tax compliance framework instils confidence that a consistent approach is followed across jurisdictions. We help simplify tax management and oversight while providing global visibility for making informed strategic decisions — all with the ease of working with a global provider.

Work you will do

As a Senior Executive in our Tax team, you will build and nurture positive working relationships with teams and clients with the intention to exceed client expectations. You will:

- Assist on income tax compliance services for both corporates and individuals including application for TAN, preparation/review of corporate income tax computations and returns, preparation and filing of corporate income tax returns
- Assist in preparation and filing of other tax returns including VAT, TDS, PAYE and/or other statutory compliances, etc.
- Attend meetings/hearings held before Tax authorities and/or other relevant Committees under respective tax laws
- Draft Replies, Appeals, Arguments and other Applications to Tax authorities
- Reply to correspondence, routine follow-ups and notices received from Tax authorities
- Handle rectification and penalty related matters with Tax authorities
- Assist in obtaining Tax Residency Certificates and other applicable certifications
- Assist Superiors on advisory and other ad-hoc assignments in terms of drafting/review of reports, memos etc.
- Assist in coaching junior team members and guide them in their daily tasks
- Assist with client onboarding procedures

Profile

- Graduates/Partly qualified ACCA/ACA/other relevant qualifications with 2-3 years of experience
- Good analytical skills
- Team Player
- Effective communication and presentation skills
- Persistent and persuasive