

Banking Associate / Senior Banking Associate – Taxation Finance

Ensure tax compliance of group companies and assist entities to obtain maximum benefit through proper tax management.

The Job

- Prepare the computations of different tax liabilities (such as income tax, VAT, SVAT and Stamp Duty) based on the existing tax laws in effect to facilitate the tax payments
- Preparing tax returns and advising companies to file tax returns either manually or through RAMIS system of the Department of Inland Revenue
- Adhere to obtain the tax clearances to facilitate outward remittances of the companies when necessary
- Ensure the tax payments and the filing of tax returns are done on the due taxes by applying correct tax codes and tax periods as per the existing tax laws to avoid any assessment / penalties to the companies
- Prepare/ renew SLAs relevant to tax function of group companies on time. Assisting to provide the information on taxes referred above to internal and external auditor in finalizing the audits of the companies referred above
- Maintenance of all soft copies and /or hard copies related to tax computations, payments, returns, advices and IRD correspondence

The Person

- Be part/ fully qualified in Banking, Finance related degree or possess an equivalent professional qualification
- Possess minimum 03 years' experience in Banking or finance field // corporate tax experience Sound knowledge of Microsoft Office .Excellent interpersonal skills and effective verbal, written communication skills, analytical skills with attention to detail.
- Ability to work collaboratively, decision making skills and independently

Please login to <https://www.ndbbank.com/careers> to apply on or before 30th October 2022

We will correspond only with the shortlisted applicants

"We are an equal opportunity Employer"



Vice President, Group Human Resources

Classification: **Internal**

