

Can you help us find
more sustainable
ways to build?



[Tax Lead - Finance Department]

As a member of Holcim Group, the world's global leader in innovative and sustainable building materials, Lafarge Egypt is reinventing the way the world builds. Supported by a strong team spread all over Egypt to shaping a greener, smarter and healthier world.

As we continue to look for more sustainable ways to build, we need world-class talent to join our team. People who are **passionate** about sustainability, driven by **curiosity** and keen to **grow, learn, develop** and **thrive** in our high-performance culture.

The opportunity at a glance

Assist the Head of Tax in designing the required processes to maintain a proper tax compliance environment. Support the head of tax in technical aspects in addition to managing external advisors. Responsible for Leading the tax seniors and oversees submission of all indirect tax returns (Sales tax, withholding tax, payroll tax, royalty tax and any other applicable tax other than corporate tax), preparation of required documents for tax inspection, cooperation in preparation of group reporting related to indirect tax, maintaining internal control documentation and evidences, preparation of tax advices, to ensure timely and reliable tax related figures compatible with local laws and regulations and group accounting standards. In addition to assurance of the availability of reliable tax information for financial and investment decisions.

Your responsibilities

1- Health & Safety:

Adhere to and enforce relevant legislation and policies and ensure that highest degree of safety and safe working practices are maintained.

2- Functional:

Tax Compliance:

- Reviewing the indirect tax returns to ensure reliability, completeness and timely submission of tax return in line with local laws and Tax Authority Requirements
- Reviewing all of the clarification and analytical reports required for tax inspection to ensure reliable and timely information in line with Tax Authority specifications
- Liaising with tax inspectors and the external advisors to ensure timely and accurate tax inspection process in line with local laws
- Liaising with the Tax Authority in tax laws updates and tax appeals in order to ensure timely information for decision making.
- Supervising all tax clarifications required by tax advisors in order to ensure reliable and timely tax return in line with local laws
- Review of tax returns formulated by tax advisors and other Bus departments in order to ensure completeness and reliability of corporate tax return

Tax Planning & Advice:

- Evaluating and selecting alternative actions to optimize tax burden in line with local laws in order to ensure accurate tax payments
- Preparation of tax advices with reference to local tax laws as required by the Head of Tax and liaise with Tax Advisor to satisfy external tax advices required
- Communication of any updates in new tax laws and tax rates to ensure timely and accurate information
- Assist the head of tax in providing the technical tax analysis to sign off on the company's agreements with its vendors and customers

Group and External Reporting:

- Responsible for the Preparation of tax reports required by Tax Shared Service and Group to ensure timely and reliable tax reporting figures in line with group deadlines and accounting standards, and local tax laws
- Handling tax reports and clarifications required by external auditors in order to ensure reliable figures in compatible with accounting standards
- Ensure to timely get the needed data from the concerned finance team members (group and local trial balances, provisions movement analysis)
- Ensure to meet the deadline of closing the accounting period so reporting team could start their work
- Review the corporate income tax and deferred tax calculated by tax seniors for each entity before submission to head of Tax.
- Ensure the submission of the tax package within the deadline and leading discussions when necessary for the queries raised by group tax team.

Internal Control:

- Maintaining internal controls documentation and evidences pursuant to group internal control requirements
- Liaising with internal control department in satisfying testing requirements.
- Managing Massimo tools approvals.

Tax Budget & Forecast:

- Supervise and review deferred tax calculations and taxes payable budgets and forecast.
- Assist the Head of Tax in preparing an annual tax provision study.
- Responsible of the final Tax-cash forecast exercise submitted to the head of Treasury.

External Audit:

- Liaise with the external auditors (under the supervision of the Head of Tax) to provide the required tax breakdowns and descriptions that could be required during the audit process

Managing the tax inspections:

- keep on top of any tax authority requirements for the ongoing tax inspections
- Manage consolidating the needed data/analysis/documentation from the concerned parties in order to optimize the probable exposure that would typically involve communicating with personnel inside or outside the finance team.
- Ensure timely and accurate responses to the tax inspector especially when no tax advisor is assigned
- Lead negotiations and discussions of the proposed inspection result and challenge to reduce them. This shall include accumulating further data/analysis/documentation in assistance with tax seniors and tax advisors or inspectors directly.

Business Advisory:

- Support the head of Tax in any arising tax queries for ongoing daily transactions, when related to the group or in Egypt.
- Evaluating and selecting alternative actions to optimize tax burden in line with local laws in order to ensure accurate tax payments
- Preparation of tax advices with reference to local tax laws as required by the Head of Tax and liaise with Tax Advisor to satisfy external tax advices required
- Communication of any updates in new tax laws and tax rates to ensure timely and accurate information.

External Audit:

- Liaise with the external auditors (under the supervision of the Head of Tax) to provide the required tax breakdowns and descriptions that could be required during the audit process
- Responsible for the Preparation of tax reports required by Tax Shared Service and Group to ensure timely and reliable tax reporting figures in line with group deadlines and accounting standards, and local tax laws.
- Handling tax reports and clarifications required by external auditors in order to ensure reliable figures in compatible with accounting standards.

Your experience

Education: Bachelor of Accounting or Commerce

Technical Skills:

Fluent English

Excellent MS Office especially word & excel

ERP system

Experience: 7-9 years of experience in Taxes

Our offer

While you help us deliver world-class construction solutions, we promise to help you grow in a dynamic working environment that offers attractive working conditions and encourages personal and professional development.

Do you have the drive, the skills, and the passion to join us?

Apply now at (Careers-eg@lafargeholcim.com)

Mentioning the Job Title in the subject line.