

Position Title	Tax Manager
Reporting to	
Direct Reports	

Position Purpose
Plan, manage and develop over all aspects of the AMEA POWER tax process in compliance with international tax laws.

Responsibilities
<ul style="list-style-type: none"> • Provide leadership with respect to tax planning, compliance and control across AMEA Power operations • Ensure compliance with tax laws and regulations in all jurisdictions where AMEA Power group operates, in all tax aspects including, corporate tax, transfer pricing, PAYE and indirect taxes • Identification and evaluation of taxation risks within AMEA Power • Develop and implement systems and processes to compile all relevant tax information related to the company's tax position and filings, while monitoring and ensuring the timely filing of all tax returns across all jurisdictions • Monitor and mitigate identified taxation risks for AMEA Power group; assess their impact, and provide recommendations to Executives, while identifying tax risks and planning opportunities to optimise the group's effective tax rate • Facilitate and manage the preparation and review of AMEA Power company tax returns and the accurate, timely filing of all tax forms • Optimisation of AMEA Power taxation expense, by identifying areas of tax savings and integration of tax planning within strategy formulation. • New and existing product evaluation to determine taxation impact and advise on taxation optimisation • Custodian of AMEA Power transfer pricing policy, responsible for ensuring that policy is up to date and appropriate agreements and approvals are in place to ensure compliance.

- Review and analysis of dual tax agreements and related legislation with the aim of effectively using them on cross- border transactions.
- Monitor current and impending legislative and regulatory tax law developments, communicate the effects of these developments to management, create strategies to capitalise on changes to taxation legislation and make the appropriate updates to policies and strategies.
- Find and implement opportunities for process improvement in the company tax procedures.
- Develop and implement strategic tax planning for all taxes.
- Manage and maintain the relationships with the group's tax advisors and tax authorities.
- Provide internal audits and special tax related projects such as tax and compliance processes, tax research, analysis of income tax consequences of transactions, acquisitions, and divestitures, and projects relating to other business initiatives.
- Support and provide tax related advice to Project Finance and M&A-Investments.
- Maintain effective control procedures over all aspects of the tax process.
- Manage and facilitate tax audits: preparing responses, creating schedules, etc.
- Ensure that the Board and Executives are regularly informed of the operation and progress of compliance activities and results, and compliance issues by providing report analysis.
- Improve taxation knowledge within AMEA Power through communication and tax training where appropriate.

Person Specification	
Experience Requirements	<ul style="list-style-type: none"> • Extensive individual and corporate tax knowledge • 7+ years of relevant tax planning and compliance experience • CPA designation with completion of in-depth tax courses • International good practices in tax administration including developing and implementing a comprehensive compliance management program. • International corporate tax experience across various African countries • Strong experience with a variety of tax operations and ability to drive process improvements at corporate level but also project companies level. • Fluency in English; French and Arabic are a plus.
Education Requirements	<ul style="list-style-type: none"> • Master of Science in Taxation • CPA or equivalent
Required Role Related/Technical Skills	<ul style="list-style-type: none"> • Tax code, compliance and procedures for corporations -Expert • Project management and accounting best practices to organise and prioritise tasks and the tasks of other finance team members (incl. project companies level)-Expert • Commercial Awareness - Expert • Written, presentation and oral communication - Expert
Interpersonal/ Behavioural Skills	<ul style="list-style-type: none"> • Interpersonal skills • Resilience under pressure • Stakeholder management • Developing others • Accountability

Reviewed by	
Job Title	
Date	