



ARE YOU A GRADUATE?

We are looking for Graduates to join our Tax and Legal Department.



Tax Associate will ensure that client and firm expectations are met by delivering high-quality services and maintaining high utilisation levels.

Requirements & Qualifications

- A bachelor's degree in business/commerce or law
- Undertaking studies leading to qualification as an accountant (CPA/ACCA)

Relevant working experience

- None

Application Details:

If you're a Graduate Send your Application Resume via careers@rsk.co.tz with a position heading addressing:

*Human Resource Manager
RSK CONSULTING LTD
1st Floor Oyster Pearl Galleria
Plot 370 Chole Road, Oysterbay
P.O. Box 31745, Dar es Salaam Tanzania.*

Attach your Academic Certificates include:

- University transcript
- High school transcript.
- Secondary school transcript.

Deadline of submitting

30th July 2025

Job Description:

- Ensure that all client assignments are well planned and conducted to the required standards, within agreed time and financial budgets, and in adherence to the Firm's approved procedures and methodologies.
- Continuously seek ways to develop innovative practical solutions to clients' issues/concerns.
- Prepare draft tax computations and client reports for review by the senior manager in charge.
- Prepare self-assessment returns, with all relevant attachments, for signature by the client, and forward to the Revenue Authority in a timely manner.
- Be involved in the carrying out of tax due diligence, PAYE and withholding tax reviews, in consultation with the manager in charge.
- Be involved in drafting correspondence to Revenue Authority and clarifying any matters they may query regarding our clients.
- Be involved in and preside over investment deduction inspections by the Revenue Authority.
- Develop and manage sound business relationships, market the Firm with the aim of maintaining and winning new business.
- Keep abreast with technical developments in the profession and the country, in order to anticipate client needs, and offer value added and practical business solutions.
- Conduct performance appraisals of all team members after the assignments in accordance with the Firm's established performance standards.
- Leverage knowledge and contribute to proper knowledge management within the department.
- Any other duties as may be assigned from time to time.