

Role Description

Junior Tax Consultant (Phnom Penh)



Overview:

DFDL is a leading international law firm specialized in emerging markets with regional legal, tax and advisory investment expertise developed throughout the South and Southeast Asia, and beyond.

With a team of over 150 local and foreign advisers in 9 countries (Cambodia, the Lao PDR, Myanmar, Thailand, Vietnam, Singapore, Bangladesh, Indonesia and the Philippines) including the collaborating firms, we provide unique value propositions and innovative solutions to our clients, with a particular focus on:

- Banking and Finance
- Corporate
- Mergers and Acquisitions
- Energy, Mining and Infrastructure
- Real Estate and Construction
- Taxation

Position:

Due to its fast growing in Tax practice, DFDL is now seeking for a **Junior Tax Consultant** to join its team in Cambodia. Recently presented with the prestigious award of Cambodian Tax Firm of the year by the International Tax Review, we are looking for individuals with a passion for tax and a thirst for knowledge.

It is an exciting time to be advising on tax in Cambodia and if you want to be part of a dynamic practice that is at the forefront of recent tax developments then we welcome you to apply for this position.

Reports to:	Senior Tax Consultant, Tax Manager, Tax Director.
Key external relationships:	Clients, Government Ministries, Chambers of Commerce, Business Associations
Key internal relationships:	DFDL Tax Team, Office Managers, Department Heads, HOPG.
Salary range:	Competitive, commensurate with qualifications and experience
Position type:	Full Time – Regular
Applicants eligible:	Any qualified candidate
Working hours:	Monday to Friday, 8am – noon and 2pm – 6pm
Location:	Phnom Penh - Cambodia

Main duties:

- Prepare monthly and yearly tax returns and other tax and customs compliance documents;
- Keep up to date with any developments relating to tax and customs laws, regulations and practice;
- Research tax and customs related issues exclusively on behalf of the Firm and to clients of the Firm;
- Communicate with the General Department of Taxation and Customs officials;
- Participate in knowledge management, professional development, and Firm administrative activities as requested;
- Other tasks not specifically listed in this document may be assigned from time to time.

Excellence · Creativity · Trust
Since 1994

No 30, Preah Norodom Blvd, 4th Floor BRED Bank Building
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PHNOM PENH, Cambodia

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f: +855 23 214 053
e: cambodia@dfd.com

Role Description

Tax Consultant (Phnom Penh)



Skills, Knowledge & Experience Required:

Essential:

- Holds a tertiary degree;
- Has excellent communication skills in spoken and written English;
- Has an enthusiastic attitude towards building a career;
- Demonstrates the ability to take initiative and pay close attention to detail;
- Honesty, reliability, and a commitment to strict confidentiality;
- Is self-motivated and is committed to self-improvement; and
- Microsoft Office – Excel, Word, and Outlook.

Desirable:

- Prior experience working at a professional service company is an advantage;
- Prior experience working in a multicultural workplace is an advantage;
- Friendly and approachable, with good people skills; and
- Languages other than English and Khmer would be an advantage.

Contact Details

DFDL Mekong (Cambodia) Co., Ltd.

No 30, Norodom Boulevard, 4th Floor BRED Bank Building, Sangkat Phsar Thmey 3, Khan Daun Penh (PO Box 7), Phnom Penh, Cambodia.

Application shall be emailed to: careers@dfdl.com

Website: www.dfdl.com

Telephone: +855 23 210 400

Link to our online job announcement: <https://apply.workable.com/dfdl/j/E31E4656D8/>

Applications should include a curriculum vitae or resume, accompanied by a covering letter outlining the candidate's interest in and suitability for the position.

Please note that this position is open until filled. Applications will be reviewed and processed on a rolling basis and only shortlisted candidates will be contacted.

"Tax services required to be undertaken by a licensed tax agent in Cambodia are provided by Mekong Tax Services Co., Ltd, a member of DFDL and licensed as a Cambodian tax agent under license number – TA201701018".