

Position: TAX

Department	Tax
Supervisor	Marta Estevez
Main Functions	<ul style="list-style-type: none"> • Collaborate with the design and implementation of internal tools that allow the automation of mechanic tax functions and/or improve the tax controlling environment at EDPR; • Help with the definition of tax controlling mechanisms; • Improve and prepare new reporting packages for the tax department; • Secure accurate and timely tax reporting to relevant stakeholders (e.g., EDPR management, EDPR Group’s mother company, tax authorities, etc.); • Provide tax inputs for financial models in the context of M&A transactions, budgeting processes, tax forecasting, etc.; • Collaborate in the preparation and design of reporting handbooks to provide management with useful tax information on a regular basis; • Work collaboratively with EDPR Group’s parent company, all business units and business areas such as Planning & Control, Finance, Accounting, etc.
Qualification (Engineer, Economics...)	<ul style="list-style-type: none"> • Legal, business administration or Finance degree; • Appropriate exposure to Finance/Tax during degree;
Languages	<ul style="list-style-type: none"> • Ability to read, write/speak English fluently and Spanish. Portuguese is a plus.
IT Skills	<ul style="list-style-type: none"> • Well-rounded MS Office computer skills. Advanced knowledge in Excel, Power Query and Power BI will be a plus.
Other skills	<ul style="list-style-type: none"> • Good quantitative and qualitative skills • Sound organizational skills and process driven mentally • Strong interpersonal and communication skills • Ability to work concurrently on multiple projects • Innovative, self-motivated and detailed-oriented. • Committed to deliver excellent performance. • Motivation towards continuous improvement.
Workday	Monday to Thursday from 9:00 to 18:30 / Friday 9:00 to 15:00
Duration	6 months + 6 months

