

Job Description & Person Specification

R&D Tax Consultant

Responsible To: Senior Tax Consultant

Hours of work: 37.5 hours per week Monday-Friday 9:00am-5:00pm

Salary: C£50,000 depending upon experience

About the role:

Our clients work in a wide range of industries from innovative manufacturing and engineering firms to specialist food and drink manufacturers.

The primary focus of the role will be to manage your own portfolio of clients' whilst supporting the wider close-knit team of caseworkers by actioning financial checks/internal queries and communicating with client accountants.

As a R&D Tax Consultant the day-to-day tasks that you will be required to complete can include:

- Identification of qualifying R&D projects and expenditure through participation in technical discussions with clients
- Understanding the requirements for the R&D tax relief and applying them with respect to the clients' development activities to ensure the relevant tax legislation and guidelines are met.
- Creating clear technical and financial documents to justify R&D activities to UK tax authorities
- Undertaking the technical assessment of claims and producing the technical summary in a clear concise, succinct way
- Support R&D Tax Relief claims in the events of HMRC R&D enquiries
- Liaise with HMRC on client's behalf
- Determine the appropriate method of data collection through background research into clients and their relevant industries
- Keep clients updated on the ongoing development of the R&D tax relief scheme

Apart from the duties summarised above, we retain the right to include other reasonable duties.

About Innov8

Innov8 R&D has been established for 3 years now and has enjoyed good growth during this period. At present we help over 600 clients and feel privileged to work with such talented and innovative companies helping them with their R&D credits each year. Our team has grown to 8 but being a small business, everyone plays such an important and varied role in the future development of the business.

We are very much looking forward to the next stage of our journey and welcoming extremely motivated and talented individuals to help compliment and further develop our team.

There is a great work life balance here at Innov8 and flexibility provided. We believe in a “work hard play hard” ethos meaning we frequently engage in a multitude of team events and socials.

We offer career opportunities in a fast-growing, friendly environment with a dynamic and ambitious team.

For more information about Innov8 and are services please visit our website:

www.innov8rnd.co.uk

You can also find us on LinkedIn:



Person Specification

Essential Training and Qualifications

- Part-qualified/qualified Tax Consultant or Accountant with at least 3 years' experience of processing CT600s

Essential Experience & Skills

- Excellent report writing skills and the ability to communicate effectively to clients
- Experience in UK Corporation Tax, including experience of losses
- Outstanding numerical skills and proven track record of working to tight deadlines
- Experience in dealing with HMRC or other tax authorities
- Trustworthy and able to maintain strict confidentiality
- Ability to work on own initiative and to deadlines
- Good working knowledge of IT and relevant tax software

Desirable Experience & Skills

- Previous experience of working in team based and consultancy environment.
- Previous experience of managing workload autonomously as well as working within a team
- Previous experience of working with Monday.com
- Previous experience of working with Research and Development (R&D) tax relief
- The ability to quickly assimilate new knowledge

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