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## **JUNIOR TAX COMPLIANCE OFFICER (FULL TIME – PART TIME) – LUXEMBOURG**

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Tiberghien is a leading independent law firm with offices in Luxembourg, Antwerp, Brussels, Ghent, Hasselt, and representative offices in Zurich and Geneva. As part of an international tax network, Tiberghien provides its clients with advice, mediation, and dispute resolution services. The firm focuses on tax law, corporate law, investment management, and transfer pricing/valuations in a Benelux, European, and international context. Tiberghien caters to a diverse clientele, including businesses, investment (fund) managers, and high-net-worth individuals.

The journey of Tiberghien began in 1939 with Albert Tiberghien, the pioneer of tax law in Belgium. Today, the firm boasts over 125 lawyers dedicated to offering individuals, companies, and organizations with effective solutions for their tax, family, and asset protection challenges.

At Tiberghien, we pride ourselves on being a human-sized firm where teamwork and entrepreneurship are integral to our DNA. This foundation ensures a committed approach, where we build absolute trust and offer tailored responses to the unique situations of each client, always considering the broader context.

To help further expand our tax practice in Luxembourg we are looking for a:

### **Junior Tax Compliance Officer**

#### **Description**

As part of our dynamic team, your role will involve a diverse range of tasks primarily focused on assisting our clients with their tax compliance processes. You will be working closely with experienced professionals in an international context. This position provides excellent opportunities for professional growth within a supportive and collaborative setting.

#### **Responsibilities**

- Prepare and review Luxembourg tax returns for our diverse client portfolio (with a main focus on corporate tax returns).
- Assist in the preparation of tax provisions and analyze client financial data and annual reports to ensure the accuracy and completeness of tax filings.
- Implement and enhance our internal tax compliance processes, including the preparation and updating of templates and procedural documentation.
- Proactively monitor new legislation, administrative circulars, and evolving case law, and analyze their impact on tax compliance matters.
- Provide valuable support in the management of tax-related legal proceedings, gaining exposure to the litigation side of tax law.
- Have the opportunity for direct client communication, building strong relationships under the guidance and mentorship of our senior associates and partners.

**What we are looking for:**

- Relevant experience (not more than 1-2 years) in Luxembourg corporate tax compliance within a law firm, a corporate service provider or an international accounting/audit firm.
- A Master's degree or equivalent Law, Economics, or a related field, with a specialization in Tax.
- Strong analytical and problem-solving skills, with the ability to work with a high degree of accuracy while maintaining a results-oriented mindset.
- Excellent communication and interpersonal skills, with the ability to articulate complex tax matters clearly and work effectively in a team.
- Proactive attitude, with a genuine interest in deepening your expertise in the field of tax compliance.
- Fluency in English and French is essential; proficiency in other languages is an asset.
- Adaptable, capable of working independently, and able to manage competing priorities effectively.

**Our offer:**

- Join a dynamic, human-sized firm where we live our commitment to professional excellence and a healthy work-life balance.
- Benefit from a transparent career path, dedicated mentorship, and a comprehensive support for ongoing training and certifications.
- Work in a respectful and collaborative environment where your initiative is expected and your contributions directly impact clients and the firm.
- Flexible work arrangements, including remote work options.
- An office conveniently located in the heart of Luxembourg City, with excellent access to public transportation.
- This role can be structured as either a full-time or part-time position

**Are you interested?**

Please submit your CV and a cover letter via email to [irina.khmelnitskaya@tiberghien.com](mailto:irina.khmelnitskaya@tiberghien.com) for consideration. We look forward to hearing from you!

For further information, please contact us at the same email address or by phone at +352 27 47 51 11.