

## **Opportunity document**

**Level: Staff**

**Location: Bangalore (JP Nagar)**

Broadening Horizons is a global mobility specialty services organisation offering a varied range of services in the field of tax, social security, immigration and exchange control specific to cross-border movement of human capital resources.

The company is an equal opportunity employer and is looking for dynamic individuals to work in this niche space.

### **Job description**

As a Staff, the candidate will be required to undertake, with close supervision, Global Mobility service functions, including but not limited to, the following:

- Employee tax compliances like tax registrations, departure tax clearances and expatriate returns and disclosures
- Employer tax compliances including expatriate withholding tax calculations and annual employer filings
- Tax equalisation calculations
- Immigration compliances
- Social security compliances

The candidate will be given opportunity to train on and learn various cross-border related regulations including totalisation agreements and tax treaties. There will also be opportunities to work on consulting engagements like human capital movement structuring, etc.

### **Minimum candidate criteria**

- Good verbal and written English communication
- At least 2 years of experience in the field of global mobility, tax or payroll services
- Working knowledge of Microsoft Excel, Word and PowerPoint
- Integrity, honesty and ability to work under pressure
- Quantitative aptitude
- Flexibility to work long hours during peak seasons
- Graduation from a recognised educational institution

### **Compensation**

Attractive above market average compensation with eligibility to annual performance incentive