

THE BUSINESS

AAB is a tech-enabled business critical services group providing audit and accounting, tax, payroll and HR, outsourcing and advisory solutions globally from offices in Aberdeen, Edinburgh, Glasgow, Leeds, London and the island of Ireland. We help our clients manage the critical elements of their business – its people and its finances – by providing resources and technology that ensure things run smoothly no matter what hurdles they encounter.

THE TEAM

At AAB we pride ourselves on providing everyone with an inspiring career opportunity. Our culture keeps the layers simple and the relationship personal. We know that our success is down to one thing, our people, and we make sure looking after our people is at the heart of everything we do.

Does AAB sound like a good fit for you? We currently have an opening for an Employment Tax Assistant Manager/Manager to join our team.

THE ROLE

Employment Tax Assistant Manager/Manager (Across Scotland)

As a UK Employment Tax Specialist at AAB, your role is to provide advisory services to organisations and individuals on a range of UK employment tax matters and assist with the completion of annual compliance on behalf of clients. You will have technical knowledge and an ability to apply this to specific client scenarios with guidance from managers on planning through to completion. You will be required to delegate tasks to team members, monitoring and reviewing their output, while also assisting with the efficient operational running of your department

Purpose of the role/key responsibilities:

- Manage and support the team with tax calculations and reporting processes and UK employment tax projects, reviewing and suggesting improvements to existing procedures
- Take ownership of client portfolio, arranging and attending meetings to develop relationships with clients to ensure satisfaction with services provided and offering additional assistance
- Deal with all tax correspondence related to clients and ensure client queries are dealt with in a timely basis, including review and issue of output with limited guidance from senior colleagues, having due regard for risk Identify main points to discuss with colleagues and clients, and offer practical solutions
- Review tax compliance work, including but not limited to UK tax returns, P11Ds, PSAs, STBV Reporting, payroll calculations, IR35 correspondence / assessments and Form 42 reporting, providing clear review points ready for review, with guidance
- Use tax legislation and case law to provide possible solutions and opportunities for clients
- Maintain and develop technical knowledge, keeping up to date with all relevant legislative changes and share relevant knowledge with team
- Coach junior members of the team and develop their technical knowledge, delegating and reviewing pieces of work as required
- Support the management team with the day-to-day operations of the team, ensuring financial , utilisation targets and deadlines are met

Experience and skill set required for the role:

- Thorough understanding of practical employment tax issues including payroll, social security and employment tax compliance
- ATT/CTA qualified or equivalent experience
- Previous experience of working in a similar role and handling a client portfolio
- Experience of working to tight deadlines
- Experience of supervising staff



**AABSOLUTELY DEDICATED TO
HELPING YOU ACHIEVE YOUR GOALS.**

THE BENEFITS

Over the years, AAB has been recognised for its excellent working practices by some of the most prestigious award bodies in the UK. We pride ourselves in the fact that our approach across the AAB Group has gained an excellent reputation and is loved by our employees.

Some of our benefits are

- Hybrid, agile and family friendly working practices to enable you to manage your work life alongside your home life
- Ongoing personalised coaching and mentoring programmes to maximize your potential
- Full payment of private healthcare and dental care
- Workplace pension
- Accumulate up to an additional working week of holidays per annum through time-off-in-lieu
- Regular updates from our Health & Wellbeing team and access to all Headspace resources
- We're energetic people who like nothing more than having a bit of fun; with our Social Club organising frequent staff events and initiatives
- Volunteering leave through the Anderson Anderson & Brown Charitable Initiative (AABi)
- Working at a recognised Best Company and Sunday Times 100 Best Companies to Work For
- Regular communication from our leadership team regarding AAB Group activities and initiatives

You can find out more about what it is like to work at AAB directly from our people. Read our Life at AAB blog to hear from people across our teams.

At AAB you will have tremendous opportunities that will meet your career aspirations, working in a progressive, energetic and stimulating environment alongside supportive and engaging professional teammates. To apply please send your CV and a brief covering note explaining your interest and salary expectations to hr@aab.uk.



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