



Position Snapshot

Position title	Specialist Advisor, Corporate & International Tax
Business/ Division/ Department	Finance / Treasury & Leasing
Location	Brisbane Head Office
Reports to	Tax Manager
Direct reports	0

Organisational Context

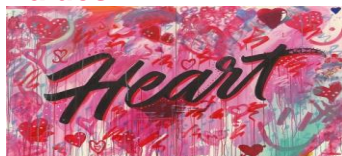
Virgin Australia Group is a major Australian airline group that operates domestic and international regular passenger services, charter and cargo services and the loyalty program Velocity Frequent Flyer. It is proud of its reputation for exceptional customer service.

The Group employs around 9,500 people in Australia, New Zealand, the United States and the United Kingdom. We pride ourselves on recruiting the right people into the right roles and we're always looking for team members in all specialties to join our award winning team.

Virgin Australia Group team members are passionate believers in better. When we live our shared values of Heart, Spirit, Imagination and Collaboration, we can do things that most people would think impossible.

As a result every person that we come into contact with; our guests, our customers, our colleagues and the community will feel and experience better outcomes, based on the interactions we have with them.

Values



Overall Impact Statement

Reporting to the Tax Manager, my role is primarily to ensure the fulfillment of the Virgin Australia Group's Corporate Income Tax and International Tax reporting and compliance obligations for Australia, New Zealand and other relevant jurisdictions. Further, my role requires me to provide high-quality taxation advice on operational issues and major transactions undertaken by the Virgin Australia Group as required.

My role involves continued refinement of processes and documentation around them, to help improve the overall operations of the Virgin Australia Group tax function while taking into account, and managing, the requirements of the corporate and operational areas of the Virgin Australia Group.

Key Accountabilities

Advisory & Research:

- Advice on the corporate and international tax implications of the Group's corporate transactions and operations, including income tax, capital gains tax, transfer pricing and withholding tax.
- Engagement with revenue authorities in relation to risk management, ruling requests, compliance, etc. regarding corporate and international tax issues.
- Reviewing domestic and international contracts to ensure tax risks of Virgin Australia are adequately determined and managed.
- Identify saving strategies where relevant.
- Identify, develop and deliver necessary training across the business relating to corporate and international tax risk

Risk identification & process and systems enhancement:

- Identify, manage and review the following risk areas:
 - Income Tax
 - Transfer Pricing & other International Taxes (i.e. BEPS etc.)
 - Thin Capitalisation
 - Withholding Tax
 - Tax Losses
 - Other foreign tax requirements
- Documentation of all corporate tax and international tax risks, communication with the broader business of those risks, and identification of mitigation strategies within the Virgin Australia Group's tax risk appetite.
- Evaluation and implementation of process improvement opportunities, including innovative technology solutions, such as robotic process automation, where appropriate.

Compliance:

- Complete the following compliance obligations (returns, filings, instalments, remittances) with assistance from external advisors where appropriate:
 - Virgin Australia Group Income Tax returns in Australia
 - Virgin Australia Group Income Tax returns in New Zealand
 - Virgin Australia Group Income Tax Returns in Hong Kong
 - Virgin Australia Group Tax Effect Accounting and Statutory Reporting
 - Country-by-Country Reporting obligations
 - Withholding Tax Returns in Australia and foreign jurisdictions
 - Other income tax and international tax obligations in foreign jurisdictions
- Assist in the ongoing management of ATO, NZIRD and foreign jurisdiction tax authority relationships and reviews.

Tax Documentation:

- To assist the Tax Manager in managing the development, implementation and update of taxation manuals to clarify processes for internal clients and as a reference for audit purposes.
- To assist the Tax Manager in documenting income tax and international tax technical positions relevant to the Virgin Australia Group
- These manuals and position papers will provide a single, complete source of information for the company's tax positions on all taxes in each jurisdiction.

Tax Forecasting & Budgeting:

- Work with the relevant teams to ensure all income tax issues are adequately considered in budgeting processes.

Morale & Teamwork:

- Contribute to a very positive working atmosphere
- Manage direct reports (where applicable)
- Ensure workflows are managed and reported
- Contribute to development and delivery on internal training

Key Requirements

Essential	Desirable
Knowledge: <ul style="list-style-type: none"> ▪ Demonstrable knowledge of technical aspects of Australian income and international taxes, including: <ul style="list-style-type: none"> ○ Income Tax ○ Capital Gains Tax ○ Transfer Pricing & BEPS ○ Withholding Tax ▪ Demonstrable knowledge of the Australian tax consolidation regime and working knowledge of large Consolidated Groups. ▪ Demonstrable knowledge of technical aspects of Tax Effect Accounting. 	Knowledge: <ul style="list-style-type: none"> ▪ Australian Accounting Standards ▪ International tax and exposure to foreign jurisdictions (APAC and US) ▪ Cross-border transaction knowledge ▪ Detailed contract review and risk management experience
Qualifications: <ul style="list-style-type: none"> ▪ University qualifications in Commerce, Law or Business ▪ Corporate experience working with large, complex multinational corporate groups 	Qualifications: <ul style="list-style-type: none"> ▪ Professional post-graduate qualifications (e.g. CA, CPA, Masters of Taxation, or other relevant tax qualifications)
Skills: <ul style="list-style-type: none"> ▪ Effective written / verbal communication skills ▪ Demonstrable systems abilities and a relatively high level of computer literacy, including Microsoft Word, Excel and Power BI ▪ Demonstrable working knowledge of robotic process automation and other tax technology solutions 	Skills: <ul style="list-style-type: none"> ▪ Previous exposure to Oracle highly regarded ▪ Advanced excel ▪ Intermediate Microsoft PowerBI
Experience: <ul style="list-style-type: none"> ▪ At least 3-6 years tax experience in Commercial Tax Function and/or Big 4 chartered environment ▪ Experience in tax compliance and administration relevant to income and international taxes ▪ Exposure to dealing with revenue authorities 	Experience: <ul style="list-style-type: none"> ▪ Exposure to International taxation – e.g. Double Tax Agreements ▪ Exposure to foreign income tax and international tax requirements for large multinational groups

Competencies

Delight Customers	Initiates customer centric solutions
	Seeks to enhance customer experiences and improve outcomes
	Seeks and identifies opportunities to surprise and delight customers (internal and external)
	Supports digital transformation initiatives and understands how they can improve processes and customer interactions
Communicate & Engage	Facilitates interactive discussions, actively listening and reaching agreement through flexibility and compromise
	Builds rapport and proactively strengthens connections with others
	Tailors messages for maximum impact
Connect & Partner	Leverages different mediums to present information and ideas
	Builds trusting, cooperative partnerships, supporting others in challenging situations
	Embraces collaboration and connection beyond organisation boundaries
	Actively seeks opportunities to partner with others to achieve extraordinary outcomes
Embrace Change	Checks and aligns own work with team goals
	Embraces change, seeing it as an opportunity to drive business improvement
	Acts as a change advocate, sharing information and promoting change to others
Innovate & Improve	Displays resilience and flexibility, remaining focused on achieving outcomes
	Identifies issues in existing systems and processes that may not be obvious to others
	Challenges the status quo and offers progressive ideas and solutions
	Recognises ideas of all stakeholders and encourages innovative approaches
Diversity of Thinking	Embraces digital opportunities in data analytics to improve processes and customer insights
	Encourages others to bring whole self to work and contribute freely to support creativity and understanding of customers and stakeholders
	Builds empathy and understanding of different people, integrating diverse perspectives into approaches and outcomes
Strategy & Direction	Expresses own point of view and challenges basic assumptions
	Achieves objectives within own job area to deliver results aligned to the Group's strategy
Strategy & Direction	Promotes team understanding of Group's purpose and strategy and contribution of work to the Group's direction

	Considers whether short term goals support long term objectives
Drive Business Outcomes	<p>Demonstrates persistence and perseverance in the face of obstacles</p> <p>Shows personal accountability for achievement of job-specific outcomes</p> <p>Recognises the implication of organisational issues, identifying potential impact on achievement of own and team goals</p> <p>Identifies the processes, tasks and resources required to achieve an outcome and plans accordingly</p>
Motivate others & Self	<p>Seeks and provides feedback and opportunities to learn, valuing contribution of self and others</p> <p>Promotes and encourages excellence, growth and autonomy in self and others</p> <p>Applies learning from previous experiences to improve future approaches and solutions</p>