

ADVERTISEMENT

CAREER OPPORTUNITY: TAX ACCOUNTANT

1.0 BACKGROUND

TOL Gases PLC is a leading industrial and medical gases company listed on the Dar es Salaam Stock Exchange (DSE). We are seeking to recruit a highly competent, strategic, and results-driven professional to fill the position of Tax Accountant, based in Dar es Salaam, with frequent travel to other areas of operation when required.

2.0 PURPOSE OF THE ROLE

The Tax Accountant will ensure that TOL Gases Plc complies fully and on time with Tanzanian tax laws and related statutory obligations, while supporting effective tax planning, accurate tax accounting, and strong internal controls. The role will manage tax computations, returns, reconciliations, audits, advisory support, and liaison with the Tanzania Revenue Authority (TRA), local authorities, and other relevant regulators.

3.0 KEY DUTIES AND RESPONSIBILITIES

- Prepare, review, and file accurate tax returns and statutory submissions within required deadlines, including VAT, PAYE, withholding tax, corporate income tax, Skills and Development Levy, Workers Compensation Fund returns where applicable, city service levy, and other applicable statutory taxes and levies.
- Prepare monthly VAT computations, reconcile input and output VAT, review electronic fiscal device records and tax invoices, and ensure proper VAT treatment for local purchases, imports, exports, exempt supplies, and zero-rated transactions where applicable.
- Compute, file, and pay PAYE and other payroll-related statutory obligations in coordination with Human Resources and Payroll, ensuring correct tax treatment of benefits, allowances, terminal benefits, and expatriate or consultant payments where applicable.
- Review supplier, contractor, service, rent, dividend, interest, royalty, natural resource, and other payments to determine correct withholding tax treatment, maintain withholding tax schedules, issue certificates, and ensure timely remittance to TRA.
- Prepare provisional and final corporate income tax computations, maintain deferred tax and current tax schedules, support annual audit requirements, and ensure accurate tax disclosures in the financial statements.
- Maintain reconciliations of all tax ledger accounts, including VAT, PAYE, withholding tax, corporate income tax, SDL, WCF, city service levy, customs duties, and other tax accounts; promptly investigate and clear reconciling items.

- Coordinate and manage TRA audits, desk reviews, tax queries, assessments, objections, appeals support, tax clearance certificate applications, and correspondence with tax authorities.
- Monitor changes in Tanzanian tax legislation, Finance Acts, TRA guidance, and relevant regulatory requirements; advise management on compliance implications and required system or process changes.
- Support tax planning by identifying lawful tax efficiencies, cash-flow timing opportunities, documentation improvements, and compliance risk mitigation measures.
- Review contracts, purchase orders, supplier invoices, customer invoices, import documentation, and service arrangements to identify tax exposures before transactions are finalized.
- Support customs and import tax compliance for imported plant, equipment, spare parts, cylinders, medical consumables, raw materials, and other goods used in the business.
- Prepare and file mining-related returns or regulatory submissions where applicable to TOL Gases Plc operations, licence, natural resources, extraction, industrial gas production, or related reporting requirements.
- Prepare and file city service levy returns and maintain accurate records of turnover by location or local authority area as required.
- Maintain a complete tax compliance calendar, tax risk register, and tax document repository, ensuring that all returns, payment receipts, assessments, correspondence, and schedules are properly filed and retrievable.
- Provide internal tax training and guidance to Finance, Procurement, Sales, Logistics, HR, and Operations teams on tax invoice requirements, withholding obligations, VAT compliance, and documentation standards.
- Support month-end and year-end closing by preparing tax journals, tax provisions, reconciliations, variance explanations, and audit schedules.
- Ensure confidentiality, integrity, and professional handling of all company tax, payroll, financial, and regulatory information

5.0 QUALIFICATIONS AND EXPERIENCE

Education

- Bachelor degree in Accounting, Finance, Taxation, Business Administration, or a related field.
- CPA (T), ACCA, or equivalent professional accounting qualification. CPA (T) or registration with NBAA will be an added advantage where not already held.
- Practical training in Tanzanian taxation, tax administration, VAT, PAYE, withholding tax, corporate tax, and TRA electronic filing systems.
- Membership or eligibility for membership with a relevant professional body is preferred.

5.1 EXPERIENCE

- At least 3 to 5 years of progressive tax accounting experience in Tanzania, preferably in manufacturing, industrial gases, energy, healthcare supplies, logistics, mining-related operations, or a large trading environment.
- Proven experience preparing and filing VAT, PAYE, withholding tax, corporate tax, SDL, WCF, and city service levy returns.
- Experience managing TRA audits, tax assessments, objections, reconciliations, and tax authority correspondence.
- Experience with ERP/accounting systems and strong Microsoft Excel skills, including reconciliations, pivot tables, lookup formulas, and tax schedules.
- Experience with import documentation, customs duty, excise or sector-specific taxes will

5.2 TECHNICAL COMPETENCIES

- Strong working knowledge of Tanzanian tax legislation and tax administration requirements, including Income Tax, VAT, withholding tax, PAYE, SDL, WCF, local government levies, customs and import taxes, and relevant Finance Act amendments.
- Ability to interpret tax laws, TRA guidance, assessments, and correspondence and translate them into practical business actions.
- Strong reconciliation, analytical, documentation, and financial reporting skills.
- Good understanding of IFRS tax accounting principles, especially current tax, deferred tax, provisions, contingencies, and related disclosures.
- High accuracy in reviewing tax invoices, EFD receipts, contracts, supplier accounts, payroll reports, and general ledger transactions.
- Ability to prepare clear management reports, tax memos, compliance dashboards, and audit schedules.

APPLICATION REQUIREMENT

- Application letter clearly indicating suitability for the role.
- Updated curriculum vitae.
- Copies of academic and professional certificates.
- Evidence of CPA (T), ACCA, NBAA registration, or other relevant professional qualifications where applicable.
- Names and contact details of at least three professional referees.

Equal Opportunity Statement: TOL Gases Plc is an equal opportunity employer. Recruitment will be conducted on merit, competence, integrity, and suitability for the position. Only shortlisted candidates will be contacted.

Note to applicants: Canvassing or submission of false information will lead to disqualification. TOL Gases Plc reserves the right to verify all information submitted by applicants.

Only Shortlisted Candidates will be contacted.

6.0 HOW TO APPLY

Interested and qualified candidates are invited to submit their CV and a cover letter demonstrating suitability for the role to:

Email: careers@tol-gases.co.tz

Deadline: 31st May 2026