**Tax Counsel Job Description Template**

[Insert company name here] is an established and successful law firm specializing in [insert key areas of focus here]

We’re looking for a Tax Counsel to assist its tax, corporate, and estate planning practices.

### Roles & Responsibilities

Responsibilities include, but are not limited to:

* Assist in projects in the various areas of the Firm's Tax Controversy Section
* Represent individual and company clients in tax and business matters, including the review and analysis of complex tax matters.
* Interface with IRS agents, Appeals Officers, and government attorneys at IRS Counsel and DOJ Tax Division.
* Build relationships with existing clients, including involvement in networking and business development activities.

### About you

* 4 to 6 years of tax controversy experience in a law firm environment
* LL.M. in Tax strongly preferred, but not required
* Experience with a tax controversy, disputes, litigation, audits, appeals (practical experience with tax disputes)
* Experience with federal income and estate/gift tax issues
* Strong academic and employment credentials
* Member of the Georgia Bar a plus
* Ability to communicate clearly and effectively in oral and written form with strong attention to detail
* Strong, proven writing skills
* Ability to work independently and efficiently, as well as within a team environment involving extensive collaboration with other attorneys, paralegals, and office staff

### What you’ll get in return

The firm offers a generous benefits package along with compensation based on experience level and client orientation.

* Competitive compensation based on experience
* Medical insurance plan
* Dental insurance plan
* Vision insurance plan
* Contribution to life insurance plan
* 401k profit sharing
* Parking reimbursement
* Social, charity, and wellness events

To apply for the role or have a confidential discussion, contact us on [insert recruiter email address] or [insert recruiter phone number]