



Hong Kong Institute of
Certified Public Accountants
香港會計師公會

The Hong Kong Institute of Certified Public Accountants is the only statutory licensing body of CPAs in Hong Kong recognized globally as the pre-eminent body of top-tier accountants that leads and serves businesses and the public interest of Hong Kong. At the Institute, we say a CPA is a "success ingredient" in a career, in the business world, and in society as a whole. In building a strong accounting profession, the Institute helps to establish and continuously enhance Hong Kong's reputation as a world-class financial centre.

We are inviting high calibre professional to join us for the following position:

Deputy Director, Advocacy and Practice Development (Tax & Projects)

(Ref: DD_APD 032021)

The Advocacy and Practice Development Department is responsible for policy and technical work in a range of areas, including taxation, insolvency and restructuring, forensic accounting, corporate governance, corporate finance, and anti-money laundering. The incumbent will take primary responsibility for taxation matters, while also assisting in other areas of work. Occasional travel to Mainland China and elsewhere outside Hong Kong.

Role and Responsibilities

- (1) Provide technical and administrative support and direction to committees and other technical/specialist groups, in particular supporting the Taxation Faculty Executive Committee, its China Tax Subcommittee and other sub-committees, and overseeing the day-to-day operation of the Taxation Faculty.
- (2) Conduct/ coordinate research and surveys, and assist in the development and management of other ad hoc technical and thought leadership projects.
- (3) Liaise with members and other internal and external stakeholders, including relevant government agencies, regulators and overseas organisations, as well as different departments within the Institute.
- (4) Support the director in relation to management of the department and deputise for the department head when required.
- (5) In relation to the Taxation Faculty and other committees, responsibilities may include:
 - Member support: coordinating activities and events, and issuing newsletters and updates.
 - Technical: reviewing and preparing responses to legislative and policy proposals, consultation papers and IRD interpretation and practice notes.
 - Stakeholder engagement: as indicated in 3 above

(6) Respond to technical enquiries on relevant subjects.

Qualifications and Required Attributes

- Degree holders and qualified professionals with a minimum of 10 years post qualification experience.
- Have initiative and be able to work independently, and be able to interact effectively with a range of senior professionals, government officials and others.
- Open-minded and adaptable, and have good analytical and organisational skills, as well as a sound knowledge of Hong Kong and, preferably also, cross-boundary taxation.
- Good communication skills, including a high standard of written and spoken English and Chinese and proficiency in Mandarin.

Applications should be marked “**Confidential**” quoting the reference (**DD_APD 032021**) with full details of education, work experience, present and expected salaries, contact telephone number and earliest available date. Please apply in writing to the **Head of Human Resources, Hong Kong Institute of Certified Public Accountants, 37/F, Wu Chung House, 213 Queen’s Road East, Wanchai, Hong Kong** or by email at talent@hkipa.org.hk.

Personal data provided will be used for recruitment purpose only.

For more information, please visit our website at www.hkipa.org.hk.