

# CAREERS IN TAX ADMINISTRATION



## Advantages of working with the Tax Administration

1. Opportunities to transfer between Departments
2. Ability to gain a broad scope of experience
3. Various training opportunities (including paid unpaid Study Leave, subject to application conditions)
4. Various Career Options

## Departments of the Tax Administration

1. Director General's Executive Office
2. Tax Administration Services Department
3. Inland Revenue Department
4. Customs Department
5. Taxpayer Audit & Assessment Department
6. Taxpayer Appeals Department

## Management Information System & Information Technology:

Systems Administration  
Computer Programming  
Software Development  
Networking  
Hardware

## Records Information Management

### Legal:

Civil Litigation  
Criminal Litigation  
Advisory Services  
Legislation & Treaty Services

### Fiscal Management:

Professional Accountant  
Accounting Technician  
Auditors (Internal)  
Cashiers

### Revenue Management:

Compliance  
Tax Auditing  
Forensic Accounting  
Revenue Management

### Mass Communication:

Public Relations & Public Education

### Human Resource Development:

Personal Managers/ Officers  
Human Resource Managers  
Training Officers

### Administrative/ Secretarial

Secretaries  
Typists  
Administrative Assistants