

Tax Compliance Supervisor

Commissioner of Revenue

Hiring Range: \$48,651 - \$57,257

Deadline: 5pm April 26, 2019

Chesterfield County's Commissioner of Revenue is seeking a Tax Compliance Supervisor. Under general supervision, provide direct supervision to three Tax Compliance Auditors who audit annually submitted Business Tangible Personal Property returns, conduct field audits at business locations, audit taxpayer's financial statements, scheduled, tax returns and other pertinent financial records. Assist the public in person and telephonically with questions or concerns. Perform other work as required. Successful candidate will possess a bachelor's degree in accounting, business or related field; three years of local business tax audit experience; or an equivalent combination of training and experience. One year of supervisory experience preferred. Ability to communicate effectively, both orally and in writing, with the general public and business representatives; typing speed of 45 word per minute preferred. **Good driving record required. Must not reflect a total of six or more demerit points within the twenty-four months preceding the anticipated hire date, or one major violation of six demerit points within the preceding thirty-six months. Pre-employment drug testing, FBI criminal background check and education/degree verification required.** A Chesterfield County application is required and must be submitted online by deadline. Visit careers.chesterfield.gov to view instructions and to complete and submit an application. (804) 748-1551.

An Equal Opportunity Employer Committed to Workforce Diversity