



COMMERCIAL TAX DEPARTMENT
Ezhilagam, Chepauk, Chennai - 600 005

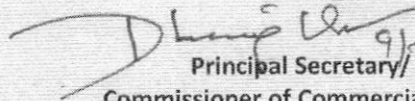
REQUEST FOR EXPRESSION OF INTEREST (REOI)
(Tax Consultant – Individual Selection)

Commercial Tax Department, Government of Tamil Nadu invites eligible individual Tax Consultant to indicate their interest in below mentioned assignment in Commercial Tax Department.

"Tax Consultant on Contract basis in Tax Research Unit – 2 Posts"

The detailed REOI and Terms of Reference are available in the website - www.ctd.tn.gov.in. Last date and time for submission of Expression of Interest (EOI) is **31/03/2023 up to 5.00 p.m.** The EOI shall be sent to the Commissioner of Commercial Taxes, Second Floor, Ezhilagam, Kamarajar Salai, Chennai, Tamil Nadu, 600 005.

Commissioner of Commercial Taxes
Commercial Taxes Department


Principal Secretary
Commissioner of Commercial Taxes

11
09/02/23

2/2

Commercial Tax Department

TERMS OF REFERENCE

Tax Consultant Tax Research Unit

I. Introduction

The Tax Research Unit(TRU) is an analytical / research unit under the Commercial Taxes Department, Government of Tamil Nadu. The objective of the research unit is to study the revenue trend, impact of changes in rate of tax, collate and cross verify data from various sources, explore revenue potential, analyse the sector variance, effective parameters for investigation/audit and based on detailed study of tax evasion methodologies adopted by tax payers, suggest revenue augmentation measures and submit the reports to the Commissioner of Commercial Taxes.

II. Scope of Work/Job Responsibilities

The Tax Consultant is expected to perform the function of the TRU periodically as detailed below:

1. Study the revenue trend and forward recommendations to the Commissioner on monthly/yearly basis.
2. Study impact of changes in rate of tax, potential areas of additional revenue etc, as required and instructed by the Commissioner.
3. Cross verify tax avenues identified by other States/CBIC and explore revenue potential and submit reports required and instructed by the Commissioner.
4. Study and analyse the Sector wise variance and explore revenue augmentation and submit report on monthly basis.
5. Study and analyse effective parameters for investigation / Audit based on detailed study and forward recommendations to the Commissioner.
6. Study and analyse tax evasion methodologies adopted by tax payers and submit report thereon.
7. Other related functions assigned by the Commissioner of Commercial Taxes on time to time basis.

III. Qualification

Chartered Accountant / Cost and Management Accountant.

IV. Years of Experience

Overall 10+ years of experience out of which 5+ years in Indirect tax services.

IV.A Maximum Age Limit on the date of receipt of Application is 55 Years

V. Work experience:

1. The Tax Consultant must have specialized knowledge and work experience in Indirect Taxation.
2. Knowledge of experience with system based tax analytics or other tax solution is highly desirable.
3. Knowledge of taxation reforms in both Direct and Indirect tax matters across the world is highly desirable.
4. Proven ability to acquire and analyse multiple data sources and provide effective and required solution.

VI. Competency

The incumbent should demonstrate:

- a) Strong conceptual, analytical skills with clarity of thought process and problem-solving skills.
- b) Ability to work under tight deadlines.
- c) Excellent organizational skills.
- d) Ability to work independently as well as in a team.
- e) Strong communication skills with the ability to clearly and concisely convey necessary information, explain reasoning, and support conclusions using data and facts.
- f) Excellent computer and document processing skills.

VII. Duration

Appointment to the post will be on contract basis initially for a period of one year and may be extendable upto a period of 3 years on mutual agreement.

VIII. Duty Headquarters

The duty Headquarters of the Tax Consultants will be the office of Commissioner of Commercial Tax Department, Chennai.

IX. Reporting Arrangements

The Tax Consultant will report to the Commissioner of Commercial Tax, Commercial Taxes Department.

X. Remuneration

1. Contractual amount of Rs.83,539/- per month on contractual basis.
2. The TDS as per the extant provisions of IT Act is applicable.

XI. Leave Eligibility

Maximum of 15 days of casual leave per year is eligible.

XII. Submission of Application

1. The applicants are requested to submit the application along with the resume, proof of requisite qualification and experience and bonafide certificates.
2. **The applicants have to send their applications so as to**

reach the "Commissioner of Commercial Taxes, 2nd Floor, Ezhilagam, Chepauk, Chennai-5", before 5 pm on 31/03/2023.

3. Applications received after the closing date and time will not be entertained. Applications shall be submitted only by Registered post/Speed post. Applications sent by e-mail or any other mode will not be entertained.

XIII. Mode of selection

1. The Tax Consultants will be selected by a Selection Committee through personal interview.
2. Only qualified applicants will be called for interview.
3. The venue and date of interview will be communicated later.
4. No communication will be sent to the Applicants who are not full filling requisite qualification and experience.
5. The Commissioner of Commercial Taxes reserves the right to accept or reject any applications and the decision of the Commissioner of Commercial Taxes is final.

XIV. Non disclosure agreement

The Tax Consultant selected for appointed by the Commissioner of Commercial Taxes is required to sign the agreement (including Non-Disclosure Agreement).

Sd/- Dheeraj Kumar
Principal Secretary/
Commissioner of Commercial Taxes

//Forwarded by Order//


Joint Commissioner (P&P)