

Tax Assistant

SUNOTEC is Europe's market leader in the construction of utility photovoltaic plants. Based in Sofia (Bulgaria) and Munich (Germany), the Group currently employs over 1,500 people. With more than 580 solar power plants and over 8.2 GWp capacity built, **SUNOTEC** has made a significant contribution to a sustainable and green energy mix in Europe, Africa and the Middle East. **SUNOTEC** positions itself as an integrated solution provider, covering all services from geology, procurement, engineering and construction services to operations and maintenance and re-powering of plants with a large focus on BESS.

As a **Tax Assistant**, you will have the opportunity to gain hands-on experience in the taxation aspects of the PV sector. You will work closely with our Tax Department professionals to support various tax-related activities and projects. This position offers valuable exposure to tax compliance, research, planning, and reporting within the context of renewable energy projects.



Responsibilities:

- **Assists with Tax Compliance:** Supports the preparation and filing of tax returns, including income tax, withholding tax, value added tax, “green” taxes and other relevant filings, ensuring compliance with local and European regulations;
- **Conducts Tax Research:** Conducts research on tax laws, regulations, and rulings to assist in addressing tax issues and optimizing tax strategies for PV sector projects;
- **Prepares Tax Documentation:** Assists in gathering and organizing documentation related to tax matters, including financial statements, contracts, invoices and other relevant records, to support tax filings and audits;
- **Collaborates with Cross-functional Teams:** Works collaboratively with other departments, such as Finance, Legal, Payroll and Project Management, to gather information, address tax-related inquiries, and support integrated business activities.



Personal qualities:

- Excellent analytical, problem-solving, and communication skills;
- Ability to work effectively both independently and as part of a team in a fast-paced environment;
- Attention to detail and a commitment to accuracy and compliance.



Requirements:

- Currently enrolled in a Bachelor's or Master's degree program in Law, Accounting, Finance, Taxation, or a related field;
- Strong academic performance or relevant coursework;
- Knowledge of tax principles, laws, and regulations;
- Proficiency in Microsoft Office, particularly Excel, Word, and PowerPoint.



What we offer:

- Competitive salary;
- Work in a professional, friendly and dynamic environment;
- Learning opportunities;
- Additional health insurance;
- Multisport card.

Duration and Compensation: This position is a **full-time job opportunity**, with the possibility of extension based on performance and business needs.

Application Instructions: To apply, please submit your resume on the following email address: hq.careers@sunotec-group.com.

We look forward to reviewing your application and considering you for this exciting opportunity to contribute to the future of sustainable energy.

Only shortlisted applicants will be contacted. Your documents and personal data will be treated as confidential and will be protected according to Bulgarian Data Protection Legislation and the General Data Protection Regulation 2016/679 (GDPR).