



## Job Description

**Role: Employment Tax Adviser**  
**Team: Employment Tax**

**Are you tax qualified, or part qualified looking for a new challenge?**  
**Do you fancy a change in location and want to meet new faces?**  
**How about joining a close dynamic growing team with the ability to make a difference?**

If the answer is "yes" to all of these, think PEM.

Based in the heart of high-tech Cambridge, PEM's Employment Tax team works with the full range of employers in Cambridge including start-ups, SMEs, charities, and education providers.

Our team's core work is advising clients on employee share incentives, international employments, and general employment tax matters. We work closely with all of PEM's specialist teams, ensuring a diverse range of work and clients.

We are looking for part or fully qualified CTA to join our team, ideally with employment tax experience but also those who have been working in other areas of tax who would like a change of direction.

### Overview of role

You will play a crucial role in our close-knit team providing expert advice and guidance to our clients on all aspects of the team's work including employee share incentives, international employments, and general employment tax matters.

The role is outward facing with significant contact with clients, referrers, other departments within PEM and HMRC. You will be an excellent communicator who enjoys working within a team who is looking for a varied and dynamic career.

### Nature of work

The role involves a great deal of client contact working for our existing and new clients on advisory and compliance matters. Our client base reflects the broad range of opportunities available in the city of Cambridge from new dynamic high-tech start-ups to historic Cambridge employers. Whilst being part of our closeknit team, we encourage you to share knowledge and information to amongst each other.

The role is primarily office based but with ability to work flexibly from home under PEM's current working policy.

**If you would like to have a discussion about what your future would look like with a career in employment tax, contact us now!**

**Prepared by : ME**  
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