

Global Mobility Tax Analyst
Apple Inc.
Location: Cupertino, CA

The Global Mobility Tax Analyst will be responsible for assisting in the day to day global mobility tax program management for Apple worldwide including the maintenance of all tracking spreadsheets for tax payments, movement of people, and other program tracking. You will work directly with our external global tax provider on global tax requirements and with our mobile population (international assignees, permanent transfers, and international business travelers). You will work closely with internal partners such as Payroll, Finance, and HR to drive performance and efficiencies in the global mobility tax process.

Responsibilities:

- Coordination of monthly, annual, and fiscal compensation, relocation and stock information for our global tax provider to ensure individual income tax compliance
- Work with our external global tax provider on tax related questions and issues
- Make US tax payments for our international assignees and international business travelers
- Assist with new country set up such as implementation of "shadow payroll", tax payment process and partnering with internal business groups
- Identify tax planning opportunities on assignment set up and cost estimates
- Partner with Payroll, Finance, HR, Travel and other internal groups to build relationships to coordinate the global mobility tax program
- Maintain all assignment related spreadsheets including tax return eligibility list, certificate of coverage expiration, international business traveler tracking, foreign tax payments, locally paid relocation expenses for compensation reporting etc.
- Collect, reimburse, and track global tax equalization settlements
- Set up retained taxes for global international assignees
- Implementation of tax equalization policy and assist with escalation issues
- Communicate directly with our global mobile population on their questions and tax issues
- Reconcile the Tax Advance general ledger account on a monthly basis and charge out the tax equalization costs to the business units
- Leverage technology to build efficiencies and process improvements in recurring projects

Qualifications:

- Minimum of 3 years experience in the expatriate tax area
- Working knowledge of individual and expatriate income tax rules and issues including tax equalization policies
- Ability to handle multiple tasks in a fast paced environment
- Detail oriented and task driven
- Excellent written and verbal communication skills
- Ability to work independently with little supervision on day to day work

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