



Recruiter
Pack

Job Spec: **Tax Associate**



Founded in 1945, **Merry Mullen** is a respected Dublin accountancy firm providing Audit, Tax, Payroll and Business Advisory services. Our long-standing client relationships — often spanning generations — reflect our dedication to quality service.

With a team of 20+ professionals, we value respect, teamwork, and continuous growth. We seek skilled individuals passionate about shaping “how we work” in a friendly, supportive environment. This role is ideal for an ambitious individual with the drive to progress.

The Role

We are looking for a **Tax Associate** to join our tax team and who will report directly to the Tax Director and Tax Manager. The role is predominantly focused on compliance for personal and corporate clients across all tax heads.

This opportunity requires a positive, self-motivated individual with superior organisational and technical skills who can execute multiple tasks simultaneously to ensure a high level of professional standards.

Responsibilities

- Preparation of returns across tax heads including income tax, corporation tax, capital gains tax, capital acquisitions tax and VAT
- Researching, reviewing and interpretation of tax legislation and Revenue guidance.
- Assisting with the preparation of tax advisory reports and responding to client queries
- Communicating with clients and Revenue on an ongoing basis
- Attending client meetings along with more senior staff members to obtain one-to-one client interaction skills
- Any other duties and tasks associated with the role.

Skills and competencies

- A qualified Tax Technician/Chartered Tax Advisor (CTA)/Part Qualified CTA
- Minimum 2 years' experience working in a practice environment
- Excellent communication skills, both written and verbal
- Strong technical, analytical, problem-solving skills and attention to detail and organisational ability
- An enthusiastic team player with a commitment to continually developing as a tax professional
- The ability to work with different taxation software and proficient in Microsoft Office

Benefits at Merry Mullen

- A competitive salary based on experience and competencies
- 22 Days annual leave [includes Good Friday and Christmas Eve]. Additional 1 day every 5 years
- Flexible Working - starting anytime between 8-10am, finishing anytime between 4:30pm-6:30pm [Normal Working Hours are 9-5:30pm]
- Working from home (Up to 2 days per week)
- Summer hours [Consolidation of hours across Jul/Aug, with a 13:00 finish on Friday]
- Social Club
- Professional Subscriptions
- Pension
- Life Assurance
- PHI – Income Protection

At Merry Mullen, we understand the importance of work-life balance and offer a modern, flexible work environment that supports your growth and well-being. Join us to make a meaningful impact in a firm that values your expertise, career development, and long-term path.

To apply, please send your CV and a Cover Letter to careers@merrymullen.ie