



**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.

Expanding our team in **Sofia, Bulgaria**, we are looking for an experienced **Payroll Tax Compliance Specialist**.

### **Responsibilities:**

- Coordinates and manages the process of collection of information and documents relevant for the personal income/payroll taxes due and paid for the employees posted abroad;
- Organizes the process of refund of Bulgarian taxes paid with respect to posted employees and apply foreign tax credit deductions, incl. preparation of the necessary documents;
- Accurately calculates and processes payroll taxes for employees in Bulgaria and other designated countries;
- Prepares and submits timely and accurate payroll tax returns and other related filings;
- Conducts periodic reviews to ensure payroll tax compliance and identifies areas for improvement;
- Prepares documentation for tax audits and collaborates with tax authorities as needed;
- Works closely with cross-functional teams, including Tax, Finance and HR, to ensure compliant payroll tax operations in Bulgaria and other countries concerned;
- Collaborates with external vendors and partners as necessary;
- Stays current with applicable tax regulations to ensure compliance.

### **Requirements:**

- Higher degree in Finance, Accounting, Law or a related field;
- Minimum of 3 years of relevant experience;
- Fluency in English language, German will be considered an advantage;
- Strong analytical and problem-solving skills;
- Good communication skills;
- Excellent attention to detail and accuracy.

**Personal qualities:**

- Team player – respectful for diversity, able to delegate, trust teammates and provide honest and constructive feedback;
- Able to take responsibility and proactively drive for result;
- Flexible, proactive and loyal person;
- Able to work independently and collaboratively with cross-functional teams.

**What we offer:**

- Full – time employment contract;
- Competitive salary;
- Work in a professional, friendly and dynamic environment;
- Additional health insurance;
- Multisport card.
- Positive working environment (Relax zone, Memorable Team Buildings and Events)..

In case your professional qualification corresponds to the above requirements, and you wish to join our growing team, please apply [HERE](#) by sending us your CV in English.

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).