

Key skills for software engineers

- Team working skills
- Numerical and analytical skills
- Ability to work to another's design
- Commercial awareness
- Good communication skills
- A thorough approach

Typical responsibilities include:

- investigating current applications
- liaising with users
- producing specifications
- costing new or modified systems
- agreeing proposals
- writing new software and operating manuals
- testing the product to ensure that it operates satisfactorily
- training users
- handling support and feedback

Typical employers of chartered accountants

- Private firms of accountants
- Professional services firms
- Industrial organizations
- Not for profit organizations
- Charities
- Commercial and corporate organizations
- Governmental bodies
- The public sector

Key responsibilities

- preparing accounts and tax returns
- administering payrolls and controlling income and expenditure
- auditing financial information
- compiling and presenting reports, budgets, business plans, commentaries and financial statements
- analysing accounts and business plans
- providing tax planning services with reference to current legislation
- financial forecasting and risk analysis
- dealing with insolvency cases
- negotiating the terms of business deals and moves with clients and associated organisations
- meeting and interviewing clients
- managing colleagues, workloads and deadlines

Tax consultant

Typical areas of activity include:

- researching, analyzing and interpreting changing tax legislation in both the UK and overseas;
- meeting with clients and collating information;
- working with tax law and revenue provisions;
- preparing and submitting compliance (tax) returns by the deadline;
- liaising and negotiating with [HM Revenue & Customs \(HMRC\)](#) on behalf of the client;
- providing consultancy services to high value private clients;
- creating tax strategies for clients and planning their financial futures;
- carrying out detailed computations to calculate tax liability and advising on how to minimize a client's liability;
- establishing and structuring family trusts;
- estate planning and advising on tax residence and domicile matters;
- providing guidance on indirect taxation issues such as VAT, customs planning and environmental taxes;
- Producing reports and presentations for clients.

Qualification

- accountancy and finance;
- business;
- economics;
- law;
- management;
- mathematics;
- Statistics.

Skills

You will need to have:

- a high level of numeracy;
- a logical and analytical mind;
- the ability to interpret and explain complex legislation to non-specialists;
- excellent communication and interpersonal skills;
- negotiation skills;
- planning and organization skills;
- problem-solving skills;
- time management and the ability to work to tight deadlines;
- attention to detail;
- a flexible approach to work;
- tact and discretion, as most of the work is confidential;
- commercial awareness;
- a methodical approach to record keeping.