

Tax Specialist

Resolute Natural Resources Company, LLC has an immediate, full-time opening for a Tax Specialist, located in our Denver, CO office. This position supports the Tax Department by completing moderate to complex projects associated with the maintenance of tax records and the preparation of all or specifically assigned federal and state tax returns and related reports.

Responsibilities include:

- Prepare federal and state tax work papers and calculations
- Prepare various federal and state tax returns and extensions
- Maintain tax basis property schedules, state apportionment schedules and multijurisdictional tax calendar
- Maintain detailed tax depreciation and depletion schedules in excel and/or Enertia
- Maintain records for reporting property tax values and prepare property tax renditions
- Periodic review of invoices for sales and use tax
- Participate in the preparation of use tax reports
- Assist in tax audits, severance and production tax and tax research projects
- Perform research necessary to identify and record reportable transactions
- Track and maintain Tax Hedging documentation

Bachelor degree in accounting plus three years directly-related experience or equivalent combination of education and experience required. Knowledge of Oil and Gas, corporate and partnership tax principles needed. CPA certification a plus.

Email: hr@ResoluteEnergy.com

Resolute Natural Resources

Attn: Recruiting

1675 Broadway, Ste 1950, Denver, CO 80202

Fax: 303-623-3628

Include "Tax Specialist" in subject line. NO PHONE CALLS OR AGENCIES PLEASE. EEO