

Legally Speaking...

The mandate of the BURS is to perform tax assessment and collection functions on behalf of the Government and to take appropriate measures to counteract tax evasion on the one hand, and to improve taxpayer service to a much higher level on the other.

Director Legal Services and Board Secretary. (Re-advertisement)



THEJOB

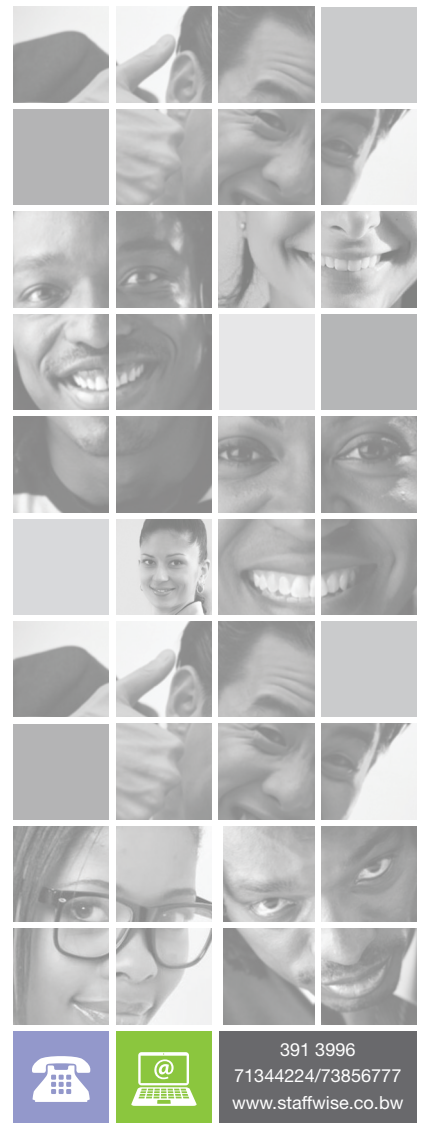
Botswana Unified Revenue Service (BURS) is the country's agency for tax assessment and collection, and aims to lead the way in revenue mobilisation and border management together with multiple initiatives and projects the organisation intends to continue to evolve and develop into a more effective organisation. BURS is looking for a professional who must have a thorough understanding of pertinent laws in this field of work to enable them to act as advisor and point of communication between the board and shareholders.

Reporting to the Commissioner General, your key responsibilities will include: ensuring legal and regulatory compliance; initiating and receiving recommendations for review of legislation, resolutions and mandates and prepares detailed proposals for developments, amendments and additions to legislation, reviewing proposals for treaties and international agreements and assists in their drafting and reviews, represents or ensures that BURS is adequately represented in court cases; participating in the development of policies, strategies and objectives, organizing and coordinating administrative and legal services to the Board of BURS to ensure that the Board complies with the provisions of the Act; organizing and preparing agendas for, and taking minutes of Board meetings; coordinating and managing the provision of sound, accurate, prompt and cost effective legal services to ensure that BURS complies with relevant statutes and regulations; making recommendations for the adoption of governance and ethical standards and codes of conduct and providing support to the all BURS divisions on legal matters, liaising with external regulators and advisors such as lawyers and auditors.



THEREQUIREMENTS

You will have a bachelor's degree in law with a bias towards Private Law which should include Taxation and Commercial Law. (a relevant post graduate qualification will have an added advantage). Admitted to practice in the Courts of Botswana and at least 10 years' relevant experience in any two of the following: Labour Law, Contracts, Commercial Law and Taxation. Demonstration of an understanding of Botswana's taxation, customs and excise and other financial legislation and legal practices is essential.



For your application to be considered please visit www.staffwise.co.bw to apply. Closing date for applications is **3rd February 2017**.