

# Manifesta 12

## Palermo

### **Tax Consultant**

### **Expression of Interest**

FM12 is a private foundation set up by the Municipality of Palermo to realize Manifesta 12, the European Biennial of Contemporary art in 2018.

This Foundation is seeking a tax consultant. Professionals interested in the position have to meet the legal requirements and prove to be specifically experienced in assisting private and public cultural foundations or similar entities that operate in the field of the arts, culture, music, and entertainment. The consultant will sign a fixed-term contract.

The recruited expert will advise the Foundation in its activities, keep the books, draft the annual financial statements, and fulfil fiscal obligations, such as tax returns and any other fiscal document in compliance with the law. S/he shall also advise and assist the Foundation in all its interactions with fiscal offices. The Foundation reserves the right to amend/integrate the contract to meet any needs it may have with due regard to the rights of the employee.

The minimum conditions required to apply for the position are:

- EU citizenship;
- Full civil and political rights;
- University degree;
- Qualification as chartered accountant (Dottore Commercialista);
- Registration with the Board of Chartered Auditors (Ordine dei Dottori Commercialisti e Revisore dei Conti);
- Good knowledge of Italian and English.

Preference will go to applicants having the following qualifications:

- At least three years of experience as a consultant for public/private complex entities, agencies, or foundations;
- At least three years of experience as a consultant for companies/entities operating in the art or cultural sector.
- Good expertise in digital management systems.

The application form shall include:

- Application form attached to this call;
- CV;

All the required documents must be sent by certified e-mail (PEC) to the following address: [manifesta12@pec.it](mailto:manifesta12@pec.it) no later than the 30<sup>th</sup> of June 2016 at midnight.

The selection procedures are available in the website.

Palermo, 20 June 2016