Job Description

Title: Experienced Tax Manager, International Tax

Reports to: Director, International Tax

Location: Arlington, VA (Hybrid)

The Company

Graham Holdings Company is a diversified, decentralized holding company whose operations include educational services, television broadcasting, manufacturing, healthcare, automotive dealerships, and several other businesses. The Company's other businesses include an online art gallery and in-person art fair business, an online commerce platform, an owner and operator of websites, restaurants, a custom framing company, a marketing solutions provider, a customer data and analytics software company, online magazines, and a daily local news podcast and newsletter company.

Overview

Graham Holdings is seeking an experienced Tax Manager to assist in leading the day-to-day management of the Company's US international tax function, spanning compliance, provision, and planning. Reporting to the Director, International Tax, this role manages preparation and review of US international tax filings, manages the quarterly and year-end international tax provision process under ASC 740, and supports tax planning initiatives including legal entity rationalization, acquisition and disposition structuring, and transfer pricing coordination.

This is a hands-on management role that combines strong technical command of US international tax law with team leadership: coordinating across time zones with local country finance and accounting personnel, managing and developing junior staff, and communicating clearly with business unit stakeholders. Some international travel may be required.

Key Responsibilities

This position will be responsible for day-to-day management of all US international tax operations including international tax compliance, provision, and planning activities.

Tax Compliance

- Prepare and/or review US Federal income tax Forms 5471 and 8858 for international entities.
- Prepare and/or review US Federal income tax Forms 8990, 8991, 8992 and 8993.
- Prepare and/or review US Federal income tax Form 1118.

- Prepare and/or review US Federal international tax calculations including GILTI, Subpart F and corresponding foreign tax credits.
- Coordinate country by country reporting including review of Form 8975.
- Prepare and/or review GloBE Information Return and coordinate with business units on timely filing of local Pillar Two registrations and DMTT filings
- Assist with preparation of other US Federal income tax forms for international entities as necessary.
- Review US withholding tax requirements for foreign payees including review of Forms 1042 and 1042S.
- Review Annual FBAR reporting.
- Manage assigned tasks to meet timeline internally set.
- Maintain and update the consolidated organizational entity listing/chart for international entities.
- Coordinate select local country tax reporting requirements.
- Assist with coordination of transfer pricing policies and documentation.
- Communicate effectively with international business units, with flexibility for time zone differences.

Tax Provision

- Review quarterly and year-end ASC 740 tax provisions for international entities including:
  - Coordinate with local country accounting personnel to complete all ASC 740 reporting computations for the local tax provision.
  - Review and confirm US GAAP to local tax differences are properly accounted for in the quarterly and year-end provision according to ASC 740 rules.
  - Review quarterly and year-end permanent and temporary differences.
  - Review Return-to-Provision reconciliations
  - Prepare/Review quarterly and year-end Subpart F income calculations
  - Prepare/Review quarterly and year-end US International GILTI and Foreign tax credit.
  - Review quarterly and year-end deferred withholding income taxes.
  - Prepare/Review quarterly and year-end Foreign Valuation Allowance.
  - Prepare/Review analysis and reconciliation of tax account activity and proposed journal entries at year-end.
  - Prepare/Review quarterly and year-end Pillar Two top-up tax calculations
- Assist with preparation or review of supporting schedules for tax related disclosures included in Press Releases, Forms 10-Q and 10-K the year-end tax footnote.
- Review or prepare memorandums addressing and concluding on technical tax accounting positions considering tax laws and GAAP accounting rules.
- Review or complete SOX control sign-offs.

Tax Planning and Other Special Tax Projects

- Stay current on tax law changes, tax accounting changes, etc.
- Respond to non-recurring income tax queries from Business Units as necessary and determine appropriate ASC 740 and US tax implications
- Support legal entity rationalization initiatives.
- Support acquisition and disposition tax structuring and analysis.

- Support cash flow planning in an efficient international and US tax manner.
- Coordinate transfer pricing documentation.
- Other tasks as assigned.

Tax Software – Corptax Tax Return Software

- Utilize Corptax Software while reviewing US Federal international compliance forms
- Utilize Corptax Software to assist with preparation of US Federal international compliance forms as needed
- Utilize Corptax Software while reviewing international tax provisions
- Utilize Corptax Software in tax planning

Qualifications:

- Bachelor's degree in Accounting or Finance required;
- A current standing CPA preferred.
- Minimum of 8 years of experience including 4+ years' experience in managing a team of international tax professionals. A combination of public accounting and corporate experience preferred.
- US Federal tax law applicable to international operations expertise and experience.
- Attention to detail, excellent verbal and written communication skills, well organized, and strong interpersonal skills.
- Ability to work independently in a team environment, comfortable working to meet recurring deadlines, ability to manage workload and successfully complete complex tasks simultaneously.
- MS Office competence, strong Excel, Power Query and Word skills.
- Other outside tax software experience required, Corptax helpful.

People and Culture

Graham Holdings is committed to being an exceptional place to work — one built on inclusion, fairness, and mutual respect. We hold ourselves to the highest ethical and professional standards and are dedicated to hiring and developing talented people from all backgrounds.

Benefits

We offer a comprehensive benefits package designed to support you at every stage of your career and life. Graham Holdings offers standout retirement benefits — a 401(k) plan plus a pension with company pension contributions starting at 8% and growing to 10% with tenure. Beyond that: 4 weeks of vacation to start, paid transportation, family leave, short- and long-term disability, and $5,000 in adoption assistance.

We also offer $5,250/year in tuition assistance plus tuition discounts, a choice of 3 medical plans, 2 dental plans, vision coverage, life and accident insurance, FSA/HSA accounts, a legal plan, and employee discounts.

For consideration, please send resume and salary requirements to careers@ghco.com, include job title in subject line.

Graham Holdings Company is an Equal Opportunity Employer committed to diversity and inclusion in the workplace. All qualified applicants will receive consideration for employment without regard to race, color, religion, age, sex, sexual orientation, gender identity/assignment, disability, genetic information, marital status, national origin, pregnancy, or maternity status, protected veteran status, or any other legally protected basis, in accordance with federal, state, and local applicable law. We will ensure that individuals with disabilities are provided reasonable accommodation to participate in the process. Please contact us to request accommodation.

The wage range for this role considers various factors used in making compensation decisions, including but not limited to skill sets, experience, training, licensure, certifications, and other business and organizational needs. It is not typical for an individual to be hired at or near the top of the range for their role, and compensation decisions are dependent on the specifics of each individual situation. A good-faith reasonable estimate of the current range is $140,000 – $180,000.