



## JOB DESCRIPTION

<b>Position Title:</b>	Tax Accountant	<b>Position Type:</b>	Exempt
<b>Department/Group:</b>	Accounting	<b>Location:</b>	Dallas, TX
<b>Reports To:</b>	Manager, Tax	<b>Direct Reports:</b>	0

### Company Description

Kosmos Energy is a leading deepwater exploration and production company focused on meeting the world's growing demand for energy. We have diversified production, a world-class gas development, and value creation opportunities from exploration in the proven basins where we operate.

Our key assets include production offshore Ghana, Equatorial Guinea and U.S. Gulf of Mexico, as well as a world-class gas development offshore Mauritania and Senegal. We also maintain a sustainable proven basin exploration program in Equatorial Guinea, Ghana and U.S. Gulf of Mexico. Kosmos is listed on the New York Stock Exchange and London Stock Exchange and is traded under the ticker symbol KOS.

As an ethical and transparent company, Kosmos is committed to doing things the right way. The company's Business Principles articulate our commitment to transparency, ethics, human rights, safety, and the environment. Read more about this commitment in our Sustainability Report. For additional information, visit [www.kosmosenergy.com](http://www.kosmosenergy.com).

### Basic Function

This position is responsible for applying tax laws, regulations, and accounting principles to analyze financial information, prepare accurate and timely income tax provisions, tax returns, tax payments, income tax accounting entries, and ensure appropriate adherence to corporate accounting policies and related internal controls.

### Essential Responsibilities and Job Duties

- Assist with preparation of quarterly and annual global tax provisions using OneSource Tax Provision software
- Assist with preparation of monthly tax forecasts
- Prepare U.S. federal and state tax extensions
- Prepare U.S., international, and state tax returns using OneSource Income Tax software
- Prepare local country income tax and indirect tax returns
- Assist with research and document findings related to U.S. federal, state, and host country tax issues
- Assist with tax audits including responding to notices and gathering data/Preparing support schedules
- Handle other projects, duties and responsibilities as assigned
- Ability to work directly with VP, Tax on special projects, as needed
- Special projects as needed

### Qualifications and Education Requirements

- Minimum 2-4 years of income tax provision and tax compliance experience in public accounting firm
- Bachelor's Degree in Accounting required; however, preference may be given to candidates with Master's in Taxation, CPA's or CPA candidates or other advance degrees
- Working knowledge of ASC 740 Accounting for Income Taxes



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- Experience preparing forms 1120, 5471, and 8858
- Ability to complete basic to intermediate tax research
- Intermediate skills in Word, Excel.
- Must be able to maintain confidentiality
- Original, creative thinker with the ability to formulate and express a contrarian viewpoint
- Possess a strong ability to work in a team environment
- Able to work in a fast-paced environment

### **Qualities that would be a plus:**

- OneSource Income Tax and OneSource Tax Provision software experience
- International oil and gas exploration and production industry tax experience
- Spanish, Portuguese, and or French language competencies

### **Attributes**

- Strong interpersonal and communication skills
- Proven ability to prioritize and multi-task
- Exceptional productivity skills. Can be relied on to get the job done accurately and on time.
- Proven ability to collaborate with team and generate solutions
- Must be an energetic self-starter with a passion for their work. An engaged, "hands on" team player.
- Ability to handle and protect sensitive information in a confidential and professional manner
- Must be able to work with international employees
- Ability to handle multiple tasks and to coordinate efforts with other departments as required
- Advanced problem solving and time management skills
- Well-developed written and verbal communication skills, with the ability to partner effectively with all levels of staff

### **Travel Requirements - None**

### **Physical Requirements and Working Conditions**

- Must possess mobility to work in a standard office setting and to use standard office equipment (computer, printer, copier, etc.) stamina to maintain attention to detail despite interruptions, strength to lift and carry files weighing up to 25 pounds; vision to read printed materials and a computer screen, and hearing and speech to communicate in person and over the telephone.
- Must be able to occasionally work overtime and weekends, generally related to quarterly and year-end tax provisions and leading up to the deadline for filing our U.S. consolidated income tax return.

All qualified applicants will receive consideration for employment without regard to race, color, sex, sexual orientation, gender identity, religion, national origin, disability, veteran status, or other legally protected status.



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Reviewed By:		Date:	
Approved By:		Date:	
Last Updated By:		Date/Time:	