

Tax Accountant - Payroll-250011J

Location - US-TX-San Antonio

[CLICK HERE](#) to apply.

Description:

- Ensures all payroll tax processes are executed and completed in compliance with Federal and State regulations for all entities within the company. Interacts with accounting departments regarding inquiries, reconciliations and budget preparation.
- Computes and deposits payroll tax payments as well as reconciles and prepares monthly, quarterly, and annual payroll tax returns (e.g., federal and state income tax and unemployment tax, forms 941, 945, and 940).
- Interacts with Federal and State agencies regarding any inquiries in a suitable timeframe, assists with abatement of penalties, and maintains employer accounts (e.g., registering for new accounts, closing outdated accounts, etc.).
- Assists with year-end tasks which include balancing and preparing W-2 forms (and W-2c forms as needed) and electronic submission to the SSA.
- Prepares monthly general ledger reconciliations for payroll related expenses and liability accounts, prepares month-end accruals for applicable entities and interacts with Accounting regarding inquiries for payroll related items.
- Sets-up and remits 3rd party vendors for garnishments, credit union, union dues, and other deductions.
- Processes and supports international and US in-house payroll.
- Calculates and prepares expat shadow payrolls (internal training provided).
- Performs tax related system testing and enhancements as needed.
- This position is salaried exempt status, which means you are not eligible for overtime pay.

Qualifications:

- High school diploma or GED required.
- 3 years of payroll tax filing or other related tax experience required.
- Able and willing to work on-site, in-person at the Valero San Antonio location, required.
- Bachelor's or higher-level degree in Accounting or related field preferred.
- Bilingual in English and Spanish (read, write, and speak) preferred.

Position level and salary will be commensurate with qualifications and experience.

Valero's employees are the heart of its success, and there is a reason why the company is an employer of choice in the fuels manufacturing and marketing industry. It's not just the excellent benefits package, or the opportunities for personal growth, it's also the caring and committed culture of the organization that makes everyone feel like they're truly part of a team. For more information, visit Valero.com.

Valero is an EEO/AA Employer. All qualified applicants are encouraged to apply and will receive consideration for employment without regard to legally protected status, including race/ethnicity, color, religion, sex (including pregnancy, gender identity and sexual orientation), national origin, age, disability, protected veteran or any other status protected by applicable federal, state or local laws.

Please be advised, if you are viewing this position on a website that lists an estimated salary rate/range, it was not provided by Valero. Valero's market specific salary rate/range will be provided during the recruiting process and tends to be higher than what is estimated by such websites.