



KHYBER PAKHTUNKHWA REVENUE AUTHORITY (KPRA)

House No. 18/E, Jamal ud Din Afghani Road, University, Town
Peshawar.

Phone: 091-9218258, Fax: 091-9218257



TERMS OF REFERENCE

Advisor on Tax Policy, Administration, Research and Reforms

Khyber Pakhtunkhwa Revenue Authority (KPRA)

Background

As a result of 18th Amendment in the Constitution of Islamic Republic of Pakistan, revenue collection on service sectors was devolved to the provinces. Accordingly, Khyber Pakhtunkhwa Revenue Authority (KPRA) was established under the Khyber Pakhtunkhwa Finance Act, 2013 and is mandated to administer and collect sales tax on services in the Khyber Pakhtunkhwa.

The leadership of the Authority is conscious of the importance of competent and able human resource in the achievement of goals and objectives in an efficient and effective manner and image building of the organization. KPRA, being a nascent organization, requires competent, result oriented and motivated human resource to take initiatives, resolve issues and challenges and achieve the organizational goals and objectives in a timely manner.

In line with the Vision and Mission, KPRA has been endeavoring to develop various systems, processes and procedures to improve the performance and efficiency of the Authority.

Objective of the assignment

The objective of having the services of Advisor on Tax Policy, Administration, Research and Reforms is to provide advice to the Authority in devising long term strategy for Tax Administration and Collection in Khyber Pakhtunkhwa.

Period of assignment

The services of the Advisor will initially be required for a period of six months extendable up-to one-year subject to satisfactory performance and other conditions.

Scope of Work and Activities

The Advisor will be required to assist and advice the Authority in:

- a) Suggesting measures for broadening of Tax base in Khyber Pakhtunkhwa.
- b) Providing input in developing appropriate business processes for collection of Sales Tax.
- c) Providing input in Preparation of Annual Plans and devising long term strategy for tax administration and collection.
- d) Suggesting measures for promoting voluntary tax compliance and tax payer facilitation.
- e) Conducting research, revenue forecasting and suggest policy interventions for achieving revenue targets.
- f) Providing input in resolution of cross- territorial issues and input adjustment claims.
- g) Working with Collectorate to improve operational effectiveness.
- h) Suggesting improvements in systems or utilities to enhance the capacity and effectiveness of existing information technology system to meet the information needs.
- i) Providing input in cases requiring tax exemption etc and any other related matter.
- j) Any other relevant task assigned by the Authority and the Director General.

Required Qualifications and Experience

Master's Degree in Economics/Public Finance/ Commerce/Business Administration/ CA /ACCA or relevant with at least 20 years of experience in a Senior Government position in Tax Policy, Administration and Collection.