



R&D Finance & Tax Consultant

What?

As an R&D Finance & Tax Consultant, you will take the lead on the finance and tax aspects of R&D claims, ensuring submissions are accurate, compliant, and maximised under HMRC rules. This is the core of your role — preparing, analysing, and reviewing financial data and tax calculations while applying current legislation and guidance.

You will work as part of RDA's Delivery Team, supporting client management and report writing by providing robust financial analysis, compliant cost allocation, and clear tax schedules that underpin high-quality claims. You'll contribute to the successful delivery of claims across a wide range of industries, including technology, engineering, construction, and manufacturing, helping businesses unlock innovation through R&D tax relief.

Why?

At RDA we help develop a better economy by enhancing our clients' innovation using our unique advisory approach. The RDA approach was born out of our founder's dyslexia, inspiring us to think and act differently.

We're a thought-leader in our market and we build trusted relationships. We strive to improve the working lives of all those we encounter on our journey: our people, our clients, and the customers of RDA clients whose lives are enriched through even greater innovation.

How? (RDA Values)

Knowledge

We have in-depth knowledge and expertise in our field. We know how this translates for each client, and how to position for success with HMRC and other Stakeholders.

Excellence

We deliver a professional process, done in the right way. We hold ourselves to high standards. We put our clients first, communicate well, read the room, and endeavour to always be prepared.

Accountability

We take responsibility for our actions. We own up to our mistakes.

Teamwork

We recognise the need for the whole team to collaborate well internally and with clients, building trust.

You will...

Finance & Tax Leadership

- Lead on R&D tax claims, applying Corporation Tax Act 2009, Part 13 and DSIT Guidelines (2023).



- Conduct financial analysis and cost allocation, identifying eligible expenditure (staff, subcontractors, prototypes, software, etc.) and ensuring compliance.
- Draft and review R&D tax relief claims for submission to HMRC, ensuring completeness, accuracy, and compliance.
- Prepare financial and tax narratives to support R&D claims and technical reporting.
- Provide support during HMRC enquiries, ensuring claims are defensible and evidence-based.
- Keep clients updated on changes in R&D tax relief rules, thresholds, and relief rates.

Delivery Team Support

- Work closely with client management to support project scoping and financial data collection
- Collaborate with the report writing to ensure financial inputs align with technical narratives
- Maintain accurate records in CRM and delivery systems
- Support continuous improvement of internal processes and delivery standards

About you...

You are analytical, detail-focused, and commercially minded, with a strong interest in tax, compliance, and financial analysis. You enjoy working within structured processes and take pride in delivering accurate, high-quality work that stands up to scrutiny.

You are comfortable working as part of a collaborative team, supporting colleagues with specialist financial expertise, and managing multiple deadlines without compromising accuracy. Whilst R&D tax experience would be beneficial, it is not essential — with our training and support, you will develop into a specialist in this field.

You will bring:

- Proven experience in tax or finance, (e.g., Tax Consultant, Finance Manager, R&D Specialist).
- Strong knowledge of UK GAAP, accounting principles, and tax regulations.
- Ability to quickly assimilate R&D tax legislation and apply it to client projects.
- Strong analytical and research skills, with the ability to turn complex data into actionable insights.
- Excellent interpersonal and client management skills, capable of engaging senior stakeholders.
- High-level IT skills: MS Excel, accounting software, databases, and CRM tools.

You will....

- Deliver accurate, compliant, and well-evidenced financial components of R&D tax claims
- Support the Delivery Team with expert finance and tax input
- Ensure claims are audit-ready and aligned with HMRC requirements
- Play a key role in maintaining RDA's reputation for technical excellence and compliance



Qualifications

We welcome a mix of backgrounds, but you should bring qualifications and/or experience that demonstrate strength in finance and tax:

- Strong GCSE passes in Maths and English (or equivalent) – essential.
- A degree (or equivalent experience) in a relevant field is desirable:
 - Finance, Accounting, Economics, or Taxation
- Professional finance qualifications (AAT, ACCA, CIMA, ICAEW, or equivalent) – highly desirable.
- Proven experience in financial analysis, tax, or compliance-focused roles
- Knowledge of R&D (desirable)
- Strong IT skills, particularly Excel and working with financial systems
- Excellent attention to detail and ability to interpret complex financial data