VAT/GST Specialist Training Course

Professional Development Training Course Outline

Category	Taxation and Revenue	**Duration**	5 Days
Base Fee	$1,500 USD	**Delivery Mode**	Online / On-site Hybrid

Course Introduction

VAT/GST Specialist Training Course is meticulously designed to equip finance and taxation professionals with cutting-edge knowledge and practical skills in indirect taxation systems. In an era of digital transformation and globalized commerce, understanding VAT and GST frameworks is crucial for ensuring compliance, optimizing tax strategies, and enhancing organizational efficiency. This course integrates real-world case studies, hands-on exercises, and regulatory updates to provide participants with a comprehensive understanding of VAT/GST principles, risk management, and reporting obligations. Participants will develop the expertise to navigate complex tax landscapes, mitigate compliance risks, and drive revenue optimization initiatives effectively.

This training also emphasizes the strategic role of VAT/GST in financial planning and business operations. By blending theoretical frameworks with practical applications, participants will gain proficiency in transaction analysis, cross-border taxation, and dispute resolution. Emerging trends such as e-commerce taxation, digital invoicing, and automation in tax reporting are thoroughly explored, enabling professionals to stay ahead in the evolving taxation environment. The course fosters critical thinking, analytical capabilities, and problem-solving skills necessary for achieving operational excellence in VAT/GST compliance and advisory functions.

Programme Curriculum

VAT/GST Specialist Training Course

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Course Objectives

1. Understand the foundational principles and legislative frameworks of VAT/GST
2. Analyze VAT/GST implications on domestic and cross-border transactions
3. Implement effective tax compliance and reporting strategies
4. Master VAT/GST registration, invoicing, and documentation requirements
5. Identify and manage VAT/GST risks in business operations
6. Explore digital VAT/GST solutions including e-invoicing and e-filing systems
7. Apply VAT/GST knowledge in audit and dispute resolution scenarios
8. Integrate indirect taxation considerations into strategic business decisions
9. Monitor VAT/GST policy updates and regulatory changes
10. Optimize VAT/GST recovery and cost management processes
11. Develop internal controls and process frameworks for compliance assurance
12. Enhance organizational reputation through accurate and timely tax management
13. Leverage technology and analytics for VAT/GST data-driven insights

Organizational Benefits

- Improved compliance with VAT/GST regulations
- Reduced risk of penalties and audit exposure
- Streamlined tax processes and documentation
- Enhanced cross-border transaction efficiency
- Optimized input tax recovery and cash flow management
- Strengthened decision-making through tax insights
- Increased operational efficiency and accuracy
- Better resource allocation in tax functions
- Strengthened stakeholder confidence and credibility
- Alignment with global taxation standards

Target Audiences

1. Tax professionals and accountants
2. Finance managers and controllers
3. Compliance officers
4. Auditors and internal control specialists
5. VAT/GST consultants
6. Legal professionals in taxation
7. Business owners and entrepreneurs
8. Government revenue officials

Course Duration: 5 days

Course Modules

Module 1: Introduction to VAT/GST

- Overview of VAT/GST principles and legislation
- Key differences between VAT and GST systems
- Taxable supplies and exempt transactions
- VAT/GST compliance obligations
- Practical exercise on VAT/GST calculation
- Case Study: VAT implementation in a mid-sized enterprise

Module 2: VAT/GST Registration & Documentation

- Registration procedures and thresholds
- Maintaining accurate records and invoices
- Electronic filing and record-keeping
- Common registration errors and remedies
- Hands-on invoice preparation session
- Case Study: Registration challenges in cross-border operations

Module 3: VAT/GST on Domestic Transactions

- Taxable goods and services analysis
- Input tax recovery and credit mechanism
- Zero-rated and exempt supplies
- Compliance checks and reporting obligations
- Practical exercises on domestic transactions
- Case Study: Domestic VAT compliance audit

Module 4: Cross-Border VAT/GST Transactions

- Import and export tax rules
- Reverse charge mechanisms
- International trade documentation
- Handling VAT/GST in e-commerce transactions
- Exercises on cross-border tax calculation
- Case Study: VAT treatment of digital services

Module 5: VAT/GST Audit & Risk Management

- Audit procedures and documentation requirements
- Common risk areas in VAT/GST compliance
- Handling tax inspections and disputes
- Mitigation strategies for penalties
- Practical risk assessment exercises
- Case Study: Audit findings and compliance improvement

Module 6: Digital Solutions in VAT/GST

- E-filing, e-invoicing, and automation tools

- Tax data analytics for compliance
- Cloud-based VAT/GST management systems
- Integration with ERP systems
- Hands-on digital tool usage session
- Case Study: Digital transformation in VAT compliance

Module 7: VAT/GST Dispute Resolution

- Understanding disputes and appeals processes
- Negotiation strategies with tax authorities
- Documentation and evidence management
- Role of legal frameworks in dispute resolution
- Simulation exercise on dispute resolution
- Case Study: Successful VAT appeal case

Module 8: Emerging Trends & Strategic Applications

- E-commerce and digital economy taxation
- Sustainable and green VAT initiatives
- Policy changes and global taxation trends
- Strategic VAT/GST planning in organizations
- Scenario analysis for future VAT/GST challenges
- Case Study: Strategic tax planning in multinational company

Training Methodology

- Interactive lectures and conceptual explanations
- Real-life case studies for practical insights
- Hands-on exercises and simulations
- Group discussions and peer learning activities
- Digital tool demonstrations and applications
- Continuous assessment and feedback sessions

Register as a group from 3 participants for a Discount

Send us an email: info@fineskilltrainingcenter.org or call +254769199797

Certification

Upon successful completion of this training, participants will be issued with a globally- recognized certificate.

Tailor-Made Course

We also offer tailor-made courses based on your needs.

Key Notes

a. The participant must be conversant with English.

b. Upon completion of training the participant will be issued with an Authorized Training Certificate

c. Course duration is flexible and the contents can be modified to fit any number of days.

d. The course fee includes facilitation training materials, 2 coffee breaks, buffet lunch and A Certificate upon successful completion of Training.

e. One-year post-training support Consultation and Coaching provided after the course.

f. Payment should be done at least a week before commence of the training, to Fineskill Training Center account, as indicated in the invoice so as to enable us prepare better for you.

Upcoming Scheduled Sessions

Start Date	End Date	Location	Price
23 Nov 2026	27 Nov 2026	Online	$1,000
23 Nov 2026	27 Nov 2026	Physical	$1,500
23 Nov 2026	27 Nov 2026	Physical	$3,000
23 Nov 2026	27 Nov 2026	Physical	$3,000
23 Nov 2026	27 Nov 2026	Physical	$6,000
23 Nov 2026	27 Nov 2026	Physical	$4,500
23 Nov 2026	27 Nov 2026	Physical	$6,000
23 Nov 2026	27 Nov 2026	Physical	$6,000

Ready to enroll or request a customized program? Book online or contact us:

Register Online Now

Email: info@fineskilltrainingcenter.com | Website: www.fineskilltrainingcenter.com