

Position Summary

We are seeking a dedicated and autonomous **Staff Accountant** to join our growing public accounting practice. In this role, you will manage end-to-end tax preparation, assist with financial reporting engagements, and maintain accurate financial records for a diverse portfolio of clients.

The ideal candidate brings multiple years of public accounting experience, possesses deep familiarity with UltraTax and QuickBooks, and excels at managing concurrent workflows under tight peak-season deadlines.

Key Responsibilities

- **Tax Preparation & Planning:** Prepare federal and state tax returns for individuals, corporations (C-Corps & S-Corps), and partnerships. Conduct strategic tax planning and technical research to optimize client positions.
 - **Financial Reporting:** Assist engagement teams in performing required auditing, review, and compilation procedures.
 - **Bookkeeping & Accounting:** Manage daily bookkeeping, bank reconciliations, and the preparation of accurate financial statements.
 - **Account Management:** Independently driven to manage multiple engagements, ensuring high-quality and timely deliverables.
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Qualifications & Skills

- **Experience:** Minimum of professional experience within a public accounting firm.
 - **Technical Proficiency:** UltraTax experience a plus and QuickBooks is required. Advanced skills in Microsoft Office (specifically Excel)
 - **Core Traits:** Strong analytical capabilities, critical thinking skills, and exceptional time management during high-volume periods.
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What We Offer

- Competitive salary with overtime available during tax season and year-end bonuses
- 401(k) match and PTO
- Continuing education support
- Flexible work schedule
- Possibility of remote work once an established employee