

Senior Tax Accountant

Qualifications for Potential Candidates:

- Bachelor's degree in accounting, finance, or business administration.
- Active CPA license, law license, or master's degree in business, accounting, or tax.
- At least 2 years of relatable tax preparation experience.
- Intermediate technical knowledge of tax concepts and the ability to apply to various client situations.
- Ability to work both independently and as a member of a team.
- Capacity to manage multiple projects.
- Strong written and verbal communication skills.
- Positive can-do attitude, proactive, and takes initiative.
- Proficiency in Microsoft Office Suite, QuickBooks, QuickBooks Online, and Lacerte tax software a plus.

Primary responsibilities include:

- Preparation of complex individual income tax and business income tax returns.
- Propose solutions to managers & partners regarding client questions, outstanding tax issues, or internal matters.
- Prepare and complete tax research projects.
- Review work of staff below senior level.
- Assist with year-end and general tax planning services.
- Assist in fostering client relationships.

Other responsibilities include:

- Prepare IRS and state taxing authority letter and notice responses.
- Prepare state and local excise and personal property returns.
- Prepare federal and state payroll returns.
- Prepare client bookkeeping.
- Other tasks as needed.

Employee benefits include flexible schedule, paid time off, 15 paid holidays, employer subsidized medical/dental/vision group coverages, 100% employer paid \$25k life insurance, 100% employer paid underground parking, 100% employer paid license and CPE expenses, 3% employer contribution to 401k, potential for bonus, potential for profit sharing, employer provided beverages and snacks, business casual dress, casual Friday dress, no required minimum billables, no crazy busy season hour requirements, and fitness center on site at no cost.