

WE'RE HIRING



SENIOR TAX ACCOUNTANT

Part-Time and Full-Time Opportunities Available

The Senior Tax Accountant is a leader and strategic thinker who motivates employees and leads by example. This includes compiling supporting financial statements and documents so that you are prepared to respond to any inquiries from regulatory agencies. Since this is a senior role, you will also review returns prepared by junior accountants for accuracy and completion. The appropriate candidate is expected to adhere to firm policies, exhibit a positive working relationship, and demonstrate a *Firm First* focus.

Responsibilities

- Prepare and review Federal, State, and Local income tax returns for individuals, corporations, partnerships, LLCs, trusts, and non-profit entities
- Assist the Accounting Manager in providing accurate and complete financial reports for the firm's clients
- Prepare complex tax returns, clear and concise workpapers, and effective internal and external correspondence, including taxing authorities.
- Is knowledgeable about more advanced tax law included book tax differences
- Exhibits knowledge of the rules, regulations, and code of professional ethics of the AICPA and State Society
- Is able to research relevant tax laws and regulations, prepare memos or documentation and draw conclusions
- Write clear and easy-to-follow work papers on more complex engagement issues
- Develop comprehensive knowledge of client's business and tax circumstances
- Create year-round tax planning projections and strategies to meet client needs
- Mentor junior staff and interns

Requirements

- Bachelor's Degree in Accounting or Finance, CPA License Preferred
- Minimum 2+ years of experience in a public tax accountant type role (staff accountant or related accounting experience)
- Experience with both Individual and Business Tax Return Preparation
- Proficient Knowledge of Internal Revenue Code
- Proficient knowledge of Microsoft Office software, including Excel
- Experience with various types of Tax Software (Ultra Tax etc.)
- Experience with QuickBooks Desktop and QuickBooks Online a plus
- Ability to work with multiple clients, manage deadlines and projects, often simultaneously
- Strong organizational skills and very detail-oriented

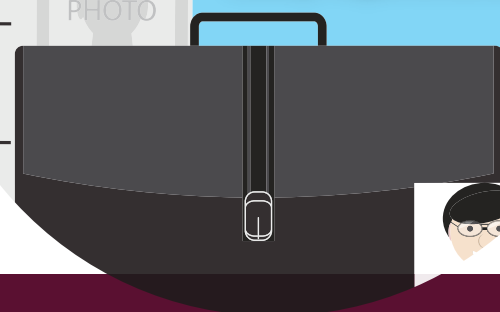
**EMAIL YOUR
RESUME TO**

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RESUME

PHOTO

**Please include your
work experience and
salary requirements.**



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