



## SDK SEASONAL TAX ACCOUNTANT

(FEBRUARY 1- APRIL 15)

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### Summary

SDK CPAs (Schechter Dokken Kanter), a mid-sized public accounting firm located in downtown Minneapolis, are hiring seasonal tax accountants from approximately February through April 15, Both the start and end dates and the number of hours worked per week are flexible. This position's primary duties will be to process tax returns.

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### Key Responsibilities

- Familiarity with processing tax forms: 1040,1041, 1065, 1120, 1120S
- Prepare more complex individual, corporate, partnership and various other tax returns for clients within specified hours and assigned due dates.
- Apply technical tax principles to practical business problems.
- Prepare a completed and organized tax file including appropriate supporting documentation for the tax return.
- Gather data from client, audit department, and third party sources.
- Make recommendations to staff on return preparation.
- Performs and appropriately documents tax research projects.
- Command of GAAP, other comprehensive bases of accounting, unique or specialized accounting principles and financial statement presentations.
- Reviews all workpapers and returns.

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### Job Requirements

- Bachelor's Degree
- At Least three years of tax experience
- Ability to learn and adapt to a variety of software programs
- Attention to detail and accuracy
- Basic Microsoft Office skills
- Ability to communicate effectively in writing, in person and on the phone
- Ability to deal effectively with the public and the firm clientele

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### Benefits:

- Competitive compensation
- Fun "busy season" atmosphere
- Free membership to onsite fitness center
- Close to all the downtown sports facilities
- Close to a variety of theaters including the Guthrie
- Walking distance to tons of restaurants
- "Dress for your day" dress code
- Ideal location near North Loop
- On-site restaurant and Penny's Coffee Shop

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### To Apply

Send a cover letter and resume to HR Manager Tiffany Hand, [thand@sdkcpa.com](mailto:thand@sdkcpa.com)