



SDK FULLTIME SENIOR ACCOUNTANT - TAX

JOB DESCRIPTION

Summary

Seniors work closely with shareholders and staff on all phases of a project and engagement management for multiple clients. Seniors often lead one or more Staff, instruct them in work to be performed, review completed work, and direct necessary revisions. Seniors are required to make decisions on all but the most unusual accounting and auditing matters. Seniors perform most work assigned with minimal assistance.

Education/Experience Required

Two to five years of public accounting experience demonstrating a progression in complexity of tax knowledge. Bachelors degree in accounting (or completion of hours to sit for the exam) required. Completed CPA preferred (if licensed, must be a member in good standing with AICPA). Proficiency in use of computers and computer accounting and tax software programs and Microsoft Office.

Benefits

- Internal Training
- CPA Exam support
- Professional networking opportunities
- Social activities and lunches with SDKers
- 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

Key Responsibilities

TAX

- 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.
- Prepares a completed and organized tax file including appropriate supporting documentation for the tax return.
- Gather data from client, audit department, and third party sources.
- Check data input or verify totals on forms prepared by Staff to detect errors in arithmetic, data entry, or procedures.
- Make recommendations to staff on return preparation.
- Performs and appropriately documents tax research projects.
- Consult tax law handbooks or bulletins in order to determine procedures for preparation of atypical returns.
- Research technically complicated tax problems and document results.
- Prepare tax provisions in the field with management during audit.
- Responds to inquiries from the IRS and other tax authorities.

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Working Conditions*

- Occasional same-day travel for work at client's offices and seminars.
 - "Dress for your day" dress code.
 - Ideal location near North Loop.
 - On-site restaurant and Penny's Coffee Shop.
 - Free membership to onsite Fitness Center
 - CPA EXAM support
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To Apply

Send a cover letter and resume to HR Manager Tiffany Hand, thand@sdkcpa.com