

Senior Accountant

Job description

Job responsibilities include, but are not limited to, complex tax preparation, tax research, transactional analysis, IRS and FTB audits and correspondence, planning and implementing financial statement audits and reviews, preparation of monthly compilations and accounting, and staff development and training.

Tasks and responsibilities

- Supervise staff accountants.
- Plan and implement financial statement audits and reviews.
- Prepare monthly complied financial statements.
- Prepare working trial balance and year-end adjusting entries.
- Prepare income tax planning.
- Prepare income tax returns and related tax workpapers.
- Review income tax returns and related tax workpapers.
- Communicate status of work and issues with managers and partners on a timely basis.
- Develop strong relationships with firm and client personnel.

Skills and requirements

- Undergraduate or graduate degree.
- CPA license or demonstrated progress toward licensure.
- Minimum 2 – 5 years of relevant experience.
- Ability to identify and propose solutions to accounting, audit, and tax issues.
- Proficiency in preparation of workpapers and resultant income tax returns and financial statements.
- Ability to utilize firm technology to enhance client service.
- Excellent written and oral communication skills.
- Attention to detail, accuracy, and organization.
- Proficiency in Microsoft Office and Adobe computer programs, QuickBooks and/or other accounting software. Proficiency in CCH products a plus.

Please send your resume to or contact Olivia Pigdon at opigdon@grwllp.com or (818) 444-1230.