

AUDIT SENIOR ASSOCIATE

DESCRIPTION:

We are seeking an experienced Audit Senior Associate who has an entrepreneurial spirit and knows how to get things done. Responsibilities include the planning and execution of audit projects and carrying out other projects as assigned. This position will work collaboratively with seasoned team members who can provide direction, mentoring and learning opportunities. It is critical to be able to work well in a team environment and to be able to give and receive coaching.

RESPONSIBILITIES:

- Assist in carrying out quality audit and other assurance services to clients in multiple industries
- Plan and supervise the execution of all audit engagement activities
- Identify and communicate technical accounting and auditing matters to managers and partners
- Play an active role in discussions with the manager and director to identify performance improvement opportunities
- Interact with clients to help ensure that the information flow from the client to the audit team is efficient
- Review and perform substantive testing on client's financial statements
- Coordinate the resolution of accounting and auditing matters with the client
- Utilize entrepreneurial skills to network and build strong relationships internally and with clients
- Prepare financial statements and related disclosures that adhere to overall report-writing procedures and best practices
- Support the growth and development of team members

QUALIFICATIONS:

- An undergraduate degree in accounting or an undergraduate degree with sufficient course work to sit for the CPA exam
- 3 years of experience in public accounting with an emphasis in audit
- CPA license or CPA candidate
- Flexibility to work additional hours, as needed
- Ability to multi-task, think independently and problem solve in a result driven, team-oriented environment
- High level proficiency with office technology and software
- Strong technical skills in accounting and audit, review experience a plus
- Excellent interpersonal and analytical skills with a working proficiency in GAAP and GAAS rules, procedures and standards
- Demonstrates ability to communicate verbally and in writing throughout all levels of the organization