

Tax Associate - R & A CPAs, Tucson, Arizona

Job Summary:

Tax associates prepare a variety of income tax returns, as well as assisting senior associates, managers, and partners on consulting, planning, and taxing authority representation engagements. All staff must work to further the Firm's mission, vision, and values by exhibiting competence, teamwork, collaboration, innovation, respect, personalization, commitment, and accountability.

Qualifications:

- 1 to 3 years experience in public accounting
- Bachelor's Degree in Accounting or Finance required
- Master's Degree in Accounting or Taxation preferred
- Eligible to sit for CPA exam, or CPA certified
- Progressive plan toward passing the CPA exam required

Necessary Skills:

- Excellent communication skills
- Strong organizational, time management, and analytical skills
- Commitment to outstanding customer service
- Expertise in Microsoft Office and Windows applications
- Proficiency with CCH applications (Tax, Planning, Fixed Assets, Engagement) preferred

Responsibilities:

- Preparation of basic level corporate, individual, partnership, fiduciary and other tax returns
- Obtain a working knowledge of tax and accounting research techniques and various research sources
- Adhere to the highest degree of professional standards and strict client confidentiality
- Work closely with project seniors, managers, and partners to meet expectations and ensure deadlines are met
- Represent the firm within the community