

SENIOR ACCOUNTANT



JOB OPENING

UNIQUE OPPORTUNITY FOR ACCOUNTANTS

Our rapidly growing firm is currently searching for an experienced full-time Senior Accountant. Candidates must be personable, professional, have a deep knowledge of tax, and provide outstanding client service. The Cleveland Group, CPAs offers a great work environment, competitive salary, benefit package, and the opportunity for career advancement.

What you need for this position:

- Accurately prepare & analyze financial statements and supporting schedules
- Corporate income tax preparation and Individual income tax preparation
- Preparation of sales tax returns for multiple states
- Preparation of payroll checks and payment of payroll tax deposits for multiple states
- Preparation of quarterly payroll tax returns including W-2's and 1099's
- Reconciling bank accounts utilizing QuickBooks desktop and on-line versions
- Strong organizational skills, analytical skills and the ability to problem solve
- Able to meet deadlines
- Excellent written, verbal communication, and leadership skills
- CPA certification is preferred but not required
- Experience in QuickBooks, Accounting CS & Ultra Tax a plus

Our benefits include:

- Health insurance (medical, dental, vision)
- Short and long-term disability
- Life insurance
- Flexible spending account (medical and dependent)
- Continuing Profession Education & training
- Paid time off
- 401(k) and 401(k) Matching
- Career advancement

Please email resumes to info@clevelandgroup.net.

All resumes will be kept confidential.