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## Job Description

Greene, Dycus & Co, PA, Certified Public Accountants, is a local firm established in Sanford, Florida in 1953. We are a full-service accounting firm committed to providing our clients prompt, reliable and efficient solutions to their accounting, auditing, and tax concerns. We are dedicated to client service, with individual attention and maintaining the highest accounting and ethical standards in the accounting profession. Our firm offers our team members excellent benefits, work-life-balance, and a positive work environment.

We are looking for a ***Manager Level Tax Accountant*** to join our growing team. The position's primary responsibility will be to prepare complex tax returns.

### Job Responsibilities:

- Preparation and Review of complex tax returns, such as Forms 1040, 1041, 1120S, 1120, 1065, and 990.
- Review of financial statements for tax preparation
- Review of accounting records and Reconciliation of business accounts, including bank statements, credit cards and fixed assets
- Direct communication with clients as needed
  
- Act as liaison between partners and clients
- Proficient at tax research and drawing conclusion
- Supervision and Delegation of tax preparation services

### Qualification/Skills:

- CPA or EA required
- Excellent communication skills
- Supervisory skills
- Attention to detail and accuracy
- Able to multi-task, prioritize, work under pressure, and meet deadlines
- Excellent organizational, problem-solving and project management
- Ability to communicate complex data clearly with team members and clients
- Great interpersonal and client service skills
- Confidentiality

### Experience Requirements:

- 8+ years of CPA Firm tax accounting experience
- Expertise with QuickBooks
- Advanced computer skills in MS Office and accounting software
- Experience with Thomson Reuters Ultra Tax or similar program
- Familiarity with a wide range of financial transactions including payroll, depreciation, Accounts Payable and Accounts Receivable required

### Compensation/Benefits

- Salary range to commensurate with experience.
- Quality benefits package, including rich health benefit plan, life insurance, short term and long-term disability, retirement plan and flex spending account.
- Easy going work environment, flexibility available for work-life balance and family friendly firm.

- Partnership opportunity available

Headhunters need not respond.

**Job Type: Full-time**