



Post Date: May 29, 2019

Position: Accountant
Hiring Office Location: Brookfield, Wisconsin
295 Regency Ct., Ste. 104, Brookfield, WI 53045
Position Type: Full-time
Experience Level: At least 2-years of public accounting experience required.
Travel Requirement: Some travel to client locations may be needed.

Essential Duties:

- Processes a variety of accounts payable and accounts receivable transactions and general ledger entries.
- Reconciles and balances monthly client's bank accounts.
- Prepares quarterly and monthly tax returns, along with payroll, operating and business taxes.
- Develops monthly financial statements, including cash flow, profit and loss statements (as required), and balance sheets.
- Develops, maintains, and analyzes budgets, preparing periodic reports that compare budgeted costs to actual costs.
- Prepares complex annual individual and corporate tax returns for review and approval.
- Advises clients about issues such as resource utilization, tax strategies, and the assumptions underlying budget forecasts.

Preferred Expertise:

- Expertise in a specific field such as insurance (statutory) or tax accounting is a plus, but not a requirement for this role.
- CPA designation and public accounting experience preferred, but not required.

Minimum Qualifications:

- Bachelor's degree in Accounting, Finance or related field or equivalent education and/or experience.
- 2-4 years of relevant accounting experience required.
- Audit or Accounting and tax experience preferred.
- Proficient with computer software applications, preferably Microsoft Office Suite, QuickBooks, and automated accounting information systems required.
- Proficient and accurate computer keyboarding skills required.
- Knowledge of the application of Generally Accepted Accounting Principles (GAAP) and tax law.

How to Apply:

Please submit your resume to Kristi Pulvermacher by emailing kpulvermacher@sustainablehr.net.

Brookfield:

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