



Role: **Part-time, Tax Accountant and Income Tax Return Preparer & Reviewer (Hybrid/Remote)**

Onsite/Hybrid Work Location: Omaha/West Omaha (Boystown area/vicinity - just off 144th & Dodge Street)

Pay: Hourly | \$30/hour - \$60.00/hour depending on experience.

Performance & Other Incentives: Tax season/year-end bonus opportunity; Retention bonus (6 month); frequent Achievement hourly pay rate increases

Position post/available date: January 12, 2024

Skill, training, and experience categories:

Finance & Accounting/Accounting, Payroll & Bookkeeping

Finance & Accounting/Income & Other Tax

Finance & Accounting/Virtual Work Environment Communication & Collaboration

Finance & Accounting/Remote Accounting & Other Remote Software Support & Troubleshooting

Hiring Contact:

Baas & Associates, PC, Attn. Chris Baas; Tel: 402.389.7300; Fax: 402.393.4787; chrisbaas@baascpas.com

Due to growth and growing client base, Omaha/West Omaha accounting/consulting firm seeks Accountant to join its team of professionals. This position provides growth potential opportunities in the near future should this candidate be a good fit for the firm, and works well with existing personnel and in the current work environment.

Responsibilities:

Assist in the preparation and analysis of client accounting records; prepare individual and business Federal and state tax returns (prior public accounting/CPA firm/tax service experience needed); knowledge of IRS form numbers in completing income tax returns for accurate compliance and reporting; accounting training and prior knowledge of the preparation of business financial statements from scratch; various other accounting, financial reporting, and tax compliance background needed (includes cash receipts and disbursement recording and summarization, financial statement preparation, period/year-end reporting, client interaction and good communication skills, General Journal entry preparation and posting to the General Ledger in arriving at final financial statement account balances, reconciliation of bank and other accounts with General Ledger and related subsidiary ledgers, maintenance of depreciation schedules); prior use of and experience with various tax and accounting software packages (including Intuit Quickbooks, CCH Profx, Thomson Reuters Creative Solutions Ultratx CS and similar software) in performing the above mentioned tasks is necessary. The position seeks a professional who is efficient and effective in a multi-tasking environment and can work in a focused manner under pressure, has an interest in technology and its use in facilitating job functions and has a desire to learn and remain current on Federal and state income tax legislation and accounting standards compliance and financial reporting requirements/issues and can utilize tax and accounting software in efficiently performing the above mentioned functions in fulfilling the tax accountant role at the firm.

accounting • consulting • technology

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- There is no public company/Security and Exchange Commission (SEC) income tax or other financial statement compliance, disclosure or reporting requirements for this role.
- There is no Financial Statement assurance reporting or compliance (compilation, review or auditing) engagements associated with this role.

Requirements:

- Prior experience in Public Accounting and Income Tax (prior work in a CPA firm) **REQUIRED**.
- Bachelor/Associates Degree in Accounting **REQUIRED**.
- Prior experience preparing Business, Corporation, Partnership, LLC/LLP, and Individual income tax returns (in a CPA firm environment) **REQUIRED**.
- Certified/Licensed as a CA (Chartered Accountant), EA (IRS Enrolled Agent), or CPA (Certified Public Accountant – active) professional accountant designation (Inactive CPA and CPA candidates who have passed the CPA exam will be considered) **REQUIRED** unless technical training and prior experience is sufficient.
- Current IRS Registered Tax Preparer Tax Identification Number (IRS PTIN) (valid for the 2024 calendar year).
- Prior experience as a staff or tax accountant in a CPA or public accounting firm environment for 3-7+ years necessary and strongly preferred.
- Prior financial statement auditing, review, and compilation assurance experience is helpful and desired, but not required.
- Exceptional attention to detail with perspective.
- Experience with Microsoft Office suite software products (emphasis in Excel and Word).
- Prior use of Microsoft teams, Google Meet, and/or Zoom virtual meeting, video, and text chat collaborative software platforms desirable.
- Prior use and knowledge of WebEx and/or LogMeIn/LogMeIn Rescue remote connectivity software.
- Prior experience with professional tax and accounting software (CCH Profx, Thomson Reuters Creative Solutions Ultratax CS, Sage, Intuit Pro Series/ProConnect and similar software). Intuit Quickbooks Desktop software, Quickbooks Online (including Intuit TurboTax) software experience is desired (Certified Quickbooks Advisor/Professional Consultant Designation preferred).
- Must be a self-starter with initiative, have the ability and skill set to work independently with minimal supervision, and work in a team atmosphere.
- Ability to multi-task and effectively prioritize tasks and projects in a highly dynamic environment.
- Excellent communication skills (both in-person, video/web/streaming conferencing, and via telephone), both verbally and in writing.
- Outgoing professional appearance and etiquette, affable personality and enjoys working/helping people and customers with issues.
- Candidates must have stable job history and a demonstrated knowledge of accounting and tax law.