

Senior Accountant

M J Chau & Associates, PLLC is hiring a full-time Senior Accountant position (multiple positions).

Job Duties:

1. Prepare and analyze a variety of accounting and financial reports such as Profit & Loss, Balance Sheet, and Statement of Cash Flow
2. Utilize QuickBooks and Microsoft Excel to adjust journal entries, form trial balances necessary for tax return preparation
3. Prepare federal and state tax in addition to payroll and sales tax, resolve payroll discrepancies by collecting and analyzing information
4. Prepare individual tax returns and consultate with individual clients with family short-term and long-term tax planning or estate plans
5. Prepare Corporate, Partnership, S-Corps, Trust, Estate and Gift Tax Returns, as well as, International Tax Forms (i.e. FBAR, Form 8992, 5471, FIRPTA, etc.)
6. Research current tax regulation in compliance with IRS, DOR and some lending banks and resolve back taxes from IRS and/or DOR
7. Prepare work papers and statements to support IRS and state tax audit requests

Job Requirements:

Master's Degree in Accounting or a related field
QuickBooks, ProSeries, Thompson Reuters and Advanced Excel skill
International tax knowledge

Any interested applicants can mail their resume with code "MJChau2021" to: M J Chau & Associates, PLLC, 5454 Surrey Path, Suite 107, Frisco, TX 75034

Job Criteria:

Position Type: Full-Time Permanent
Education Required: Master's Degree

Contact Information:

Contact Name: Melody J Chau
Company: M J Chau & Associates, PLLC
City: Frisco
State: Texas
Zip: 75034