

Job Summary

Company - Griffing & Company, P.C.

Location - Sugar Land, TX

Job Type - Full Time Employee

Years of Experience - 5+

Education Level - Bachelor's Degree & CPA License

Career Level – Senior or Manager

Tax Senior or Manager

About the job

Griffing & Company, P.C. is a growing, full service CPA firm in Sugar Land. We are searching for someone to join the team that will assist the firm in going to the next level. This is not an entry level position.

Job Duties

- Review and/or prepare Federal and State individual, corporate, partnership, fiduciary, gift and non-profit tax returns
- Research complex tax issues
- Prepare or review tax planning engagements including meeting with clients on results and ideas
- Represent clients on IRS matters
- Supervise projects and staff
- Be involved in client billings and collections
- Maintain client relationships and advise on various tax and business matters
- Participate in firm marketing activities

Qualifications

- CPA
- Ability to work well with other firm members and clients
- 5+ years of recent Public Accounting firm experience
- Critical thinking and ability to multi-task
- Diverse tax experience
- Working knowledge of QuickBooks
- PC proficient
- Excellent verbal, written and listening skills
- Knowledge of CCH Prosystems software is a plus
- International tax knowledge is a plus

Negotiable salary and benefits. Please e-mail your resume, salary history and salary expectations to info@griffing.com.