

## **FULL-TIME ACCOUNTANT**

ATA Financial Group, LLC is seeking an experienced and professional public accountant. Our company, established in 1983, prides itself on a culture providing its clients with professional and personal service.

### **JOB DESCRIPTION/QUALIFICATIONS:**

- **Candidate must have a minimum of 3-5 years of recent public accounting experience**
- BA or BS in Accounting, Business or Finance preferred
- CPA not required
- Knowledge of ProSeries Tax Software preferred / EA License a plus
- Proficient in all aspects of QuickBooks - certification in QuickBooks preferred
- Completion of accounting through financial statements
- Business and Individual tax preparation
- Additional tax season hours required
- Possess excellent computer skills and be detail oriented
- Excellent communication with team and clients – written and oral
- Excellent collaboration with team and management
- Carry out projects independently
- Professional, Dependable, Positive Personality
- High integrity and ethics
- Confidentiality is critical with this position
- Tobacco free environment
- Background check will be administered

Full benefit package

Compensation commensurate with skills.

**ONLY QUALIFIED CANDIDATES WILL BE CONSIDERED**

Email resume and salary requirements to [info@atafinancial.com](mailto:info@atafinancial.com) or fax to 610-433-0498