

ACCOUNTING SENIOR

The Ideal Candidate.

Professionalism, integrity, and trustworthiness are key in public accounting. For this role, the ideal candidate is excited to help clients manage their business. They are smart, eager to learn, and respectful of others. They have excellent communication, project management, and time management skills. The ideal candidate has a willingness to learn, a positive “can-do” approach, and has a high motivation for self-starting.

As an Accounting Senior at Carter, you will:

- Join a team that is client-centric, collaborative, and forward-thinking.
- Be responsible for the completion of accounting services, which typically include accounting software data entry and adjustments along with payroll tax, sales tax, property tax compliance reporting, and financial statement preparation.
- Delegate and manage some assignments and be involved in training, supporting, supervising, motivating, mentoring, and reviewing the work of the team.
- Assist with internal and external technical accounting issues and financial reporting.
- Assist with accounting research and consulting projects both on and offsite.

What does a typical day look like?

Every day is different and can change at any given moment, so the ability to adapt in a fast-paced environment is important. A typical day involves collaboration, communication, time management, and problem-solving. You will work and communicate directly with an experienced leadership team on the status of projects and communicate with clients via email, phone, and face-to-face meetings. In addition to the day-to-day, you will participate in the firm's ongoing continuing education and training programs, become familiar with Carter's practices and policies, and remain current with federal and state tax law changes.

The Carter Difference.

Carter provides our team members and clients with big firm expertise and a small firm feel. We focus on relationships, collaboration, and communication – choosing team members for each client based on who is the best fit for the project. We intentionally create an environment of development and walk beside each team member to support their career goals and help them get to where they want to be. We remove politics, red tape, and the pressure of time management ratios so we can focus on what is most important – our people and our clients.

Education & Credentials.

- A Bachelor's degree in Accounting or Finance, plus 3+ years of experience in public accounting – or equivalent combination of education and relevant experience.
- Strongly encouraged to be actively working towards CPA certification, if not already obtained.

Technical Skills Required.

- Proficiency with QuickBooks Desktop and QuickBooks online.
- Payroll tax, sales tax, and property tax experience required; income tax experience preferred.
- Proficiency with Microsoft Word and Excel.
- Proficiency with Windows 10.

What else?

A typical work week for this position is 40-45 hours and can expect an extra 10-15 hours during peaks leading up to major deadlines. The preferred location for this position is Asheville, however the position can sit in any one of our three offices – Charlotte, Asheville, or Greenville, SC and requires little to no travel.

For more information, contact our Recruiting Coordinator at savannah.blaylock@carter-cpa.com.