

## **TAX MANAGER**

### **The Ideal Candidate.**

Professionalism, integrity, and trustworthiness combined with a positive “can-do” approach are key in public accounting. The ideal Tax Manager at Carter has more than five years of experience in public accounting with a focus on partnerships and s-corps. They manage, lead, and develop relationships with clients and the internal tax team while supervising day-to-day tasks and ensuring the completion of engagements.

The ideal candidate has excellent leadership and project management skills paired with the ability to multitask and complete assignments within time constraints. They thrive in team environment and excel at supervising others in a positive, collaborative manner.

### **As a Tax Manager at Carter, you will:**

- Review a variety of different tax return types and serve as the subject matter expert when appropriate.
- Research and consult on various tax matters.
- Manage key performance indicators across the areas in which you lead.
- 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.

### **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 providing tax services to individuals, corporate, S corps, and partnerships while managing the tax engagement team.

### **Roles of a Manager**

- Provide the team with an environment of mutual respect, collaboration, communication, time management, and problem-solving.
- Directly work with and communicate with the team on the status of projects and as well as communicate with clients via email, phone, and face-to-face meetings.
- Manage the support and development of those on the team including training, supervising, motivating, and collaborating.

### **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 the typical public accounting pressures of time management ratios so we can focus on what is most important – our people and our clients.

**Education & Credentials**

- 5+ years of accounting firm experience including managing multiple tax accounting projects and client engagements, directing and scheduling staff and managing work flow.
- CPA designation is required.
- Experience with Thompson Reuters CS Suite and GoFileRoom / AdvanceFlow preferred, but not required.

**What else?**

A typical work week for this position is 40-45 hours per week and can expect an extra 8-15 hours during peaks leading up to major deadlines. Candidate may be based out of any of our offices - Asheville, Charlotte, or Greenville (SC). Based upon location, some travel may be necessary to attend in-person training, collaborate with the team during peak work times, and to attend group meetings.

**For more information, contact our Recruiting Coordinator at [savannah.blaylock@carter-cpa.com](mailto:savannah.blaylock@carter-cpa.com).**