

EXPERIENCED TAX PROFESSIONAL

SEASONAL POSITION

Small, established accounting office in Columbus, Ohio seeks an experienced tax professional for seasonal work, 20 to 40 hours per week. Position to begin in January, 2014; training to begin in December, 2013.

We are not a storefront, chain or franchise. We are a private, independent accounting and tax practice.

Minimum qualifications:

- Associate's degree in any field, OR equivalent work experience
- Two years experience preparing 1040 tax returns, including Schedules C, D, and E
- Strong customer service and communication skills
- Basic proficiency with MS Excel and MS Word 2007 or 2010
- Basic understanding of Windows 7
- Valid PTIN, or eligible to obtain a PTIN from the Internal Revenue Service
- No disciplinary history with IRS or state regulatory authorities
- Able to pass a basic proficiency exam in federal taxation, without studying or preparation
- Able to work some weekends and evenings

Ideal candidate will possess the following:

- Evidence of recent continuing education in relevant areas of federal, state and/or local taxation
- Experience in the preparation of Ohio state income tax returns
- Basic understanding of Ohio city income tax returns
- Current or past membership in a recognized professional association for tax professionals, accountants or attorneys

and

- Enrolled agent license from the Internal Revenue Service, OR
- Bachelor's degree in accounting, finance, economics or a related field, OR
- CPA license from ANY state accountancy board, OR
- Law license from ANY state bar association, OR
- Evidence of passing the IRS Registered Tax Return Preparer exam before it was discontinued

Retired and inactive licensees are encouraged to apply. An active license is not required for this position.

Compensation commensurate with experience.

Submit your résumé as an e-mail attachment to **tax@sgaweb.net**

PDF is the preferred format; MS Word will be accepted.

Please do not call; you will receive an e-mail confirmation that your résumé was received.