

WKM LLP is seeking a full-time Staff Accountant to work out of our Oxford, Pa office. Ideal candidate would have an accounting degree, 1-3 years accounting experience and actively working or willing to work towards achieving career designations (CPA, EA, etc.).

Desired attributes:

- Proficient with Microsoft Office; particularly Excel
- Experience with industry leading software such as ProSystem's fx Engagement, CCH Access Tax, Thomson Reuters Checkpoint (PPC guides) and QuickBooks, a plus
- Strong communication and analytical skills
- High attention to detail and follow through with excellent organizational skills
- Manage and complete multiple projects on a timely basis while monitoring time spent
- Focused on meeting client expectations and deadlines

Duties include:

- Preparation of individual, business and trust tax returns
- Prepare properly documented workpapers
- Preparation of financial statements
- Interact with clients to help efficiency on engagements
- Stay current with tax regulations and accounting standards
- Correspond with taxing authorities to resolve issues
- Perform other accounting, tax and advisory duties as requested

Qualified candidates should email their resume to scavanagh@wkco.com using the subject, Staff Accountant, or fax to 610-932-0484.