

WE'RE HIRING



SENIOR ACCOUNTANT

Part-Time and Full-Time Opportunities Available

Brinker Simpson continues to prosper and grow! We are currently seeking to add a Senior Accountant to our exceptional team. Building the best team in the marketplace and rendering world-class service to our clients are cornerstones of our success. We know our clients have many choices in service providers, and we work hard every day to justify their choice of Brinker Simpson.

At Brinker Simpson, we will help you utilize your accounting knowledge and continue to improve your professional skills. We offer training in technical skills, soft skills, advisory skills, numerous client industries, and ongoing mentoring and coaching. Your performance will be evaluated based on the quality of your work, the application of your accounting knowledge, and the ability to provide excellent client service. We offer a flexible and supportive culture to ensure that you can make a difference and enjoy a strong work/life balance.

RESPONSIBILITIES

The Senior Accountant is a leader and strategic thinker who motivates employees and leads by example. The appropriate candidate will assist the Accounting Manager in providing accurate and complete financial reports for the firm's clients. They will be responsible for confidential and time-sensitive material and must adhere to strict confidentiality of sensitive client and employee information. The appropriate candidate is expected to adhere to firm policies, exhibit a positive working relationship, and demonstrate a *Firm First* focus.

- Develop and maintain a chart of accounts to record financial transactions
- Maintain vendor records and obtain tax information (W-9)
- Maintain client's customer records
- Correctly record cash receipts and vendor payments
- Ensure transactions are correctly recorded in the general ledger
- Reconcile bank statements and prepare monthly account reconciliations
- Process payroll timely and accurately
- Maintain an orderly accounting filing system
- Prepare annual budgets for clients as requested
- Prepare financial reports, analyze data, and summarize information
- Knowledge of local, state, and federal payroll and business tax requirements
- Assist Accounting Manager with supervision & oversight of financial data prepared by bookkeepers & staff accountants
- Ability to assist clients with the development and implementation of accounting systems and recordkeeping
- Recommend improvements for internal controls and client operations
- Collaborate with clients and other staff to develop, maintain, and analyze budgets as required
- Special projects

REQUIREMENTS

- BS Degree in Accounting or Finance
- Minimum of 2+ years as a staff accountant or related accounting experience
- Proficient in QuickBooks, online, and desktop
- Proficient in Excel, Outlook, and Word
- Experience with ERP systems such as Great Plains or MAS90 desired
- Strong planning, project management, and organizational skills with an attention to detail
- Ability to adjust to new, different, or changing requirements while conveying a sense of urgency

WE OFFER A GREAT BENEFITS PACKAGE INCLUDING

- Competitive salary
- Excellent medical, dental, and vision coverage
- Short-term and long-term disability insurance
- Life Insurance
- Paid holidays, vacation, and sick time
- 401(k) plan
- Opportunity for growth and development
- A fun and engaging team

**EMAIL YOUR
RESUME TO**

lcontino@brinkersimpson.com

RESUME

PHOTO

**Please include your
work experience and
salary requirements.**



brinkersimpson.com