

Senior Attest Specialist

As a Senior Attest Specialist a substantial amount of time is spent in the clients office gathering data to complete projects. This position will be providing informal, verbal technical assistance to staff. At times you will be called upon to take in charge responsibility. This responsibility will include running small engagements and supervising staff. Performance is judged on quality of work, application of accounting and auditing knowledge and ability to meet time constraints.

Major Tasks, Responsibilities & Key Accountabilities

- Review work papers, including clear concise review notes
- Applies complicated accounting standards
- Keeps current on accounting standards and education
- Review reports including footnotes
- Drafts management letters and graphs
- Prepares other reports, projects, and duties as assigned
- Effectively follows instruction and meets time budgets and deadlines for assigned areas, projects and overall
- Assist / Lead peer review
- Lead formal training for staff
- Participate in Practice Development as required, including speaking engagements

KSA, Competencies and Administrative

- Completes and releases time on a daily basis
- Stays current on accounting rules and regulations related to functional area
- Lead firm financial statement compliance
- Ability to understand and recommend strategies associated with complicated transactions
- Participate in practice development as requested including speaking engagements

Qualifications

- BA or BS degree in Accounting
- 3-5 years previous accounting experience