



ACCOUNTING AND AUDITING MANAGER

JHS CPAs, LLP is a well-established, rapidly-growing CPA firm with offices in Danville and Anaheim, California. We are a team of courteous professionals dedicated to providing quality accounting and auditing services, tax preparation services, tax advice and planning, and management advisory services.

JHS is seeking a certified Accounting and Auditing Manager with Public Accounting experience for our office in Danville, California. We are looking for an individual with executive presence and a strong knowledge and understanding of auditing standards, financial statement preparation and disclosure requirements. This individual must be able to manage client engagements, client contact, and client expectations and determine assignment priorities for audit teams including budgets and deadlines. Experience in not-for-profit, single audits, employee benefit plan audits, and generalized tax is preferred. Candidate will act as a trainer and evaluator to our staff through supervisors regarding both technical and "soft skills," while working independently to complete difficult assignments and identify significant issues requiring consultation.

Description of Duties:

- Assist partners in leading complex engagements in the field.
- Manage multiple engagements concurrently.
- Properly plan and perform audit, review, and compilation financial statements engagements.
- Review staff-prepared workpapers to ensure documentation requirements and technical considerations are performed.
- Handle technical audit and accounting matters.
- Foster direct client relations and expectations.
- Ensure budgets are properly prepared and analyzed.
- Ensure that accurate and appropriately documented audit files and financial statements are prepared in accordance with all appropriate auditing and review standards and requirements.
- Supervise multiple teams of one to three people and carry out responsibilities in accordance with the firm's policies.

Qualifications:

- BS degree in accounting from an accredited university.
- An active CPA license along with at least six years of audit experience in Public Accounting.
- Sharp analytical skills and strong communication skills, including the ability to effectively present information and respond to clients' needs.
- Ability to plan, organize and run multiple engagements simultaneously.
- Ability to analyze and interpret general business periodicals, professional journals, auditing and review standards, technical procedures, and government regulations.
- Ability to communicate both verbally and in writing and be technically competent, self-motivated, and able to anticipate needs of clients.
- Experience using online audit research resources, understanding of the research process, and applying audit efficiency consulting techniques.
- CCH Engagement and CCH Knowledge Coach practice aids experience is a plus.
- Strong computer skills are required.

Competitive salary commensurate with work experience.