

Brenda K. Lowe CPA LLC

Wealth By Design

SEASONAL TAX INDIVIDUAL

We are a boutique tax firm located in White Bear Lake Minnesota. Do you want flexibility, respect, life work balance and a fulfilling career? We have that! We are looking for a detailed oriented individual to take charge with income tax returns. To assist in all aspects of a CPA firm needs to grow with our firm.

Objectives of this role

- Individual, fiduciary and business tax returns
- Tax planning
- Prepare tax research projects
- Support all aspects of client services and enhance client relationships
- Ability to proficiently communicate with clients

Required skills and qualifications

- Three – Six years of experience in public accounting and/or tax planning and preparation
- Exceptional analytical and problem-solving skills
- Excellent communication and interpersonal skills
- Strong attention to detail
- Proficient knowledge of Microsoft products, QuickBooks knowledge a plus, and tax preparation software
- Team Player with a positive attitude

Preferred Skills and Qualifications

- Bachelor's degree (or equivalent) in accounting or finance
- Professional certification EA or CPA
- Experience with CCH Access a plus

We Offer

- Flexible Hours – Fridays off in off season
- Paid Continuing Professional Education
- PTO & Holidays
- Family Friendly
- Opportunity for Growth

CONTACT MALLORY AT MALLORY@BRENDALOWECPA.COM OR 612-293-1600