



Staff Accountant

Rozovics Group, LLP (“RG”) is a rapidly growing public accounting firm located in Park Ridge, IL. RG has an open position for a Staff Accountant. The Staff Accountant is responsible for analyzing financial reports and preparing tax returns for business and individuals.

Duties and Responsibilities:

- Develop an understanding of the business and the accountant’s role
- Develop technical skills both on the job and through formal learning channels
- Build relationships with management, co-workers and clients
- Actively pursue self-development opportunities
- Oversee and analyze budget and financial management
- Perform duties related to bookkeeping, preparation of taxes and financial planning
- Recommend fiscally advantageous methods for tax planning/savings
- Prepare business/personal tax returns and analyze financial information to ensure taxes are paid on time
- Analyze account for errors, misinformation, and overspending
- Consult in areas such as compensation, benefits and asset protection

Qualifications:

- 0 – 3 years of current public accounting experience
- BA/BS Degree in Accounting or related field
- Proficiency with MS Office; Thomson Reuters software preferred
- Strong client rapport and project management skills
- Strong technical knowledge and problem solving capabilities
- Strong verbal and written communication skills including the ability to articulate complex accounting information to all levels of clients

Licenses/Certifications: CPA Certification; or eligible to sit for the CPA exam

Benefit Package:

- Reimbursement for CPA review course and exam fees
- 401(k), health insurance, flex plan and PTO