

Accounting Services Associate - MarksNelson

About the job:

Would you like to be part of the largest privately-owned Kansas City public accounting and business advisory firm? Are you looking for work that is challenging and gives you a sense of accomplishment—and offers flexibility to balance your work and personal life? At MarksNelson, you'll work alongside subject matter experts with some of the strongest accounting, technology, and business skills in the market. At the same time, you'll be part of a winning culture and thriving workforce. Come with us and we'll help you move your career forward at a pace that is right for you.

We have an opening in our Accounting Services team for a full-time Associate. If you are a sharp, organized, detail-oriented individual with some knowledge of the accounting processes, this may be the perfect opportunity for you. As an Associate, you'll be responsible for completing assigned segments of attest work or other tasks assigned by the supervisor or manager.

What you'll be doing:

- Preparing financial statements and compilations
- Preparing adjusting journal entries and account reconciliations
- Preparing payroll, sales, personal property, and use tax returns
- Preparing account schedules and work paper documentation to support adjustments, balances, and reconciliations
- Maintaining fixed asset records and depreciation schedules
- Communicating with clients and in-charges to assist with various accounting issues
- Monitoring deadlines for compliance reporting on multiple recurring projects
- Working with other department staff to provide seamless client service
- Completing software and training programs as required

What you'll bring to the role:

- Minimum of bachelor's degree in Accounting is required
- Has completed or in the final stages of obtaining 150 credit hours to sit for the CPA exam, or a Master's degree
- Intends to or has obtained your CPA designation
- 1 to 2 years of job related experience within specified field is preferred
- Maintain knowledge of and support MarksNelson's vision, mission and core values
- Must be able to interact and communicate with individuals at all levels in the firm and a variety of personalities in a professional manner
- A willingness to work with and learn from your peers and supervisors
- Strong self-starter who is comfortable working both independently and as a member of a team
- Ability to prioritize and work effectively with a high volume of workload and meet deadlines
- Communication skills - clear, concise writing and verbal skills
- Organization skills; attention to detail and accuracy; flexibility; strong analytical skills
- Excel at working autonomously and juggling multiple priorities
- Integrity and the ability to maintain a high level of confidentiality
- Strong customer service orientation and professional appearance

- Proficient in Microsoft applications including Word, Excel and Outlook; knowledge and operation of standard office equipment
- Requires reliable transportation and a valid driver's license

Why MarksNelson?:

Our culture values teamwork, ideas, and collaboration. We are a Team that supports one another and values the individual contributions of our employees. We offer competitive compensation, robust employee benefits and an ideal work/life balance. Your career is important to you – and it's important to us too. That's why we focus on providing tools and opportunities that help you reach your career goals.

Interested?

Please forward your resume to: recruiting@marksnelsoncpa.com