

Title: Sr. Audit Associate
Location: Los Angeles, CA

Our client is a regional public accounting firm with four offices in the Los Angeles area. Growing they have hiring needs for their accounting group. Must be a team player and a strong communicator.

Summary of Responsibilities:

- Participates in the planning, execution of and through completion of client engagements.
- Senior Auditors typically will supervise 1-2 staff level providing guidance of tasks to be completed and reviewing those completed tasks before providing reports to the management team.
- Performs diversified accounting and auditing assignments under the direction of a management team member.
- Communicating effectively to exceed time constraints and client deadlines.
- Prepares and indexes working papers; performs various procedures established under generally accepted accounting principles and generally accepted auditing standards to verify accuracy and validity of client's financial matters.
- Prepares routine correspondence to client for approval and signature of a partner; writes comments for management letters.
- Minimizes and solves problematic Audit issues for management team members.
- "In-charge" of audits, reviews, or compilations; responsible for all stages of the engagement—planning, fieldwork and wrap-up.
- Prepares financial statements and apply areas of GAAP.
- Makes suggestions to improve client processes and accounting procedures.
- Responsible for training and supervising Associates.

Summary of Requirements:

- Bachelors in Accounting, Finance or Economics from an accredited University.
- Minimum of three (3) years of recent Public Accounting experience.
- Strong communication and time management skills.
- Competency utilizing MS office suite products such as Excel.
- Ability to be a leader providing guidance to administrators, staff and senior level team members.
- CPA is highly preferred otherwise providing progression in completing your uniform CPA exams is acceptable.