

Position: Staff Accountant

Company Description

Joe M. Tucker CPA, P.C. (JMT CPA) is a local professional accounting firm in Russellville and Muscle Shoals, AL. Established in 1976 we specialize in providing proficient, personal, and professional accounting services including Tax Preparation and Planning, Bookkeeping, Financial Statement Preparation and Analysis, and Comprehensive Payroll Services, to Individuals, Businesses and Not for Profit Entities.

Role Description

This is a full-time on-site role for an Accountant at JMT CPA. The role involves day-to-day tasks such as Bookkeeping, Payroll tax calculation and delivery, tax preparation, conducting financial and accounting activities, and providing customer service to clients.

Qualifications

- Knowledge and experience in Bookkeeping, Payroll and various Accounting operations
- Bachelors' or Associates degree in Accounting, or related field, or relevant experience
- Expertise in Bookkeeping, Payroll and Accounting principles

Relevant skills and qualifications:

- Excellent analytical and problem-solving skills
- Attention to detail and accuracy
- Ability to work independently and in a team
- Excellent communication and interpersonal skills
- Proficiency in accounting software and Microsoft Excel
- Bachelors' or Associates degree in Accounting, or related field, or relevant experience

Benefits:

- Family Oriented
- Paid time off
- Health, Dental and Vision
- SIMPLE IRA

**Qualified applicants can send their resume to:
mark@jmt.cpa**