



## **Staff Accountant needed for Southeastern Ohio Public Accounting Firm**

**Well established CPA firm with four office locations in southeastern Ohio is seeking a staff accountant for an excellent career opportunity. The firm specializes in providing accounting and consulting services, including individual and corporation tax return preparation, auditing, business valuation, and management advisory services with clientele ranging from individuals to large corporations in the manufacturing, real estate, wholesale, retail, professional, non-profit and governmental industries.**

### **Job Description:**

Full time employment for a CPA or CPA candidate with responsibilities to include:

- Preparation of corporate, individual, partnership, and other tax returns for clients
- Prepare various payroll tax, sales tax and other state and local tax returns
- Accounting and bookkeeping assistance to business client's books and records
- Preparation of financial statements (preparation, compilations and reviews) for business clients
- Manage, develop and sustain client relationships

**Requirements: CPA or CPA candidate with required degree in accounting and/or business administration and a minimum of two years accounting firm experience in either taxation or financial reporting.**

Proficiency preferred with the following software:

- Microsoft Office (Word, Excel and Outlook)
- Ultra Tax and Accounting CS accounting packages
- QuickBooks desktop and/or online

**Compensation commensurate with education and experience with excellent fringe benefits available.**

**Locations:** Newark and Zanesville, Ohio positions available

**Send resume and cover letter to:**

[mmdurst@mhr CPA.com](mailto:mmdurst@mhr CPA.com)

### **About the Firm:**

Website: [www.mhr CPA.com](http://www.mhr CPA.com)

McLain, Hill, Rugg & Associates, Inc. is a full-service regional accounting firm for private companies throughout central and southeastern Ohio with offices in Zanesville, New Lexington, Lancaster and Newark. The firm specializes in providing accounting services, individual and corporate tax planning as well as return preparation, estate planning, auditing, business valuation and management advisory services with clientele range from individuals to large corporations in the manufacturing, real estate, wholesale, retail and professional service industries.