**Staff Accountant -Basepoint Tax & Accounting**

We invite you to join our tax and accounting team as a Staff Accountant to help create a positive impact for our clients. As a full-service accounting firm, at Basepoint Tax & Accounting we believe in providing quality accounting, payroll, tax preparation, and consulting services to individuals and small businesses to enhance their profitability and peace of mind. We are an affiliate company of Basepoint Wealth, LLC, a registered investment advisor.

With an overall commitment to professionalism, responsiveness, and quality, our team provides our clients with the services they need to excel financially. As a member of the team, you will primarily focus on supporting the client relationship through tax planning and preparation, payroll processing and tax filings, financial statement preparation, and managing data. You should have an understanding of how to find answers to complex tax issues.

**Principal Areas of Responsibility:**

* Tax return preparation and review
* Tax research and planning
* Consulting on financial and tax efficiency solutions
* Assist in financial reporting
* Payroll and bookkeeping for small business clients
* Work to build trusting client relationships
* Supervises and directs an accounting specialist associate

**License/Certification:** CPA or Enrolled Agent designation preferred

**Attributes & experience of preferred candidates**

* Bachelor’s degree in accounting and 2+ years of successful tax experience, public accounting experience preferred; departmental oversight or management/supervisory experience a plus.
* Payroll and bookkeeping experience preferred
* Strong computer skills & aptitude required. QuickBooks proficiency, accounting software (CCH Axcess, UltraTax, or Drake) experience preferred
* Comfortable with cloud-based applications, e-signature processes, and learning new software as needed
* Ability to manage a large number of open requests at the same time while having the flexibility to manage shifting priorities
* Manage and track workload closely, with obsessive attention to detail
* This position requires the willingness to perform a variety of duties, big and small, and have a hands-on attitude required to manage a growing business
* Strong ability to self-direct an independent work plan and enjoy a fast-paced environment with challenging work

**Career Benefits:**

* We offer competitive pay commensurate with experience
* Attractive 401(k) plan with company match
* Health & life insurance available
* Group Life and Long-Term Disability paid by employer
* Generous PTO and vacation package
* Industry designation & professional development reimbursement
* Profit sharing company contribution

Annual salary is commensurate with experience. Basepoint Tax & Accounting, a subsidiary of Basepoint Wealth, LLC is an equal opportunity employer.

To be considered for our Staff Accountant position, please apply online and include your cover letter and resume by December 1st. Candidates for consideration will be asked to provide three professional references and comply with our background evaluation process.