



ELLIOTT, ROBINSON & COMPANY, LLP

CERTIFIED PUBLIC ACCOUNTANTS

TRUSTED BUSINESS ADVISORS

AUDIT CPA, NON-PROFIT & GOVERNMENTAL

Elliott, Robinson, and Company, a locally owned and multi-award winning CPA firm is pleased to announce a full-time position, with our Springfield, MO office, for a professional with CPA licensure preferred, boasting any number of years of experience with not-for-profit and governmental auditing; reviewing/supervising work; and public accounting.

Salary is highly competitive and commensurate with experience. Robust benefit package includes company paid contribution (generally 100% healthcare coverage for employee) toward employee and dependent health, dental, vision, and identity theft. We also offer company paid life – SIMPLE plan with company match – supplemental insurance – flexible work schedule – paid holidays – and paid vacation with opportunity to earn additional paid time off on top of vacation.

3RD LARGEST CPA FIRM | SPRINGFIELD BUSINESS JOURNAL BOOK OF LISTS MULTI-AWARD WINNING FIRM AND TEAM

Biz 417's Best Places to Work in Southwest Missouri | Accounting Today's Best Accounting Firms to Work For
SBJ Trusted Advisers | MOCPA Women to Watch | Leadership Springfield Alumni

Our team is our #1 asset, and we place great effort in assisting all employees' roles in the community and the profession. Not only is our firm well respected in the community, but our professional staff is also recognized by the Springfield Business Journal for their influence in the community at the local level and statewide at the professional level. Our open-door policy between the entire staff aids in our teamwork and collaborative approach allowing staff members to thrive professionally in a relaxed atmosphere.

PRIMARY FUNCTION

As an Audit CPA in the firm, you will experience challenging and rewarding work where you will be responsible for learning, developing, and applying your technical skills at an advanced level. It is helpful to have public accounting experience along with experience with not-for-profit audits and single governmental audits.

ESSENTIAL DUTIES AND RESPONSIBILITIES

Job duties require proficient abilities in the following areas:

- ▶ Performs routine audit engagements in a timely and professional manner
- ▶ Follows Company processes and procedures
- ▶ Collaboratively works as part of a team to carry out tasks through mentoring and supervision
- ▶ Participates in firm wide initiatives - recruiting, continuing education, etc.
- ▶ Builds working relationships at a peer and client level

REQUIRED SKILLS

Required skill sets to be successful in this position include:

- ▶ Excellent analytical and problem-solving skills
- ▶ Ability to manage multiple engagements at one time while keeping the in-charge and team updated on progress
- ▶ Ability to look at the overall client situation while not overlooking important details
- ▶ Ability to work simultaneously as part of a team and independently is critical
- ▶ Ability to work within multiple software platforms during any given project
- ▶ Supervision and review experience is helpful, but not required

REQUIRED QUALIFICATIONS

Qualifications and experience includes:

- ▶ Experience with Audits (Non-Profit & Single Governmental)
- ▶ CPA License preferred
- ▶ Bachelor's degree in accounting, finance, or related field