**Tax Manager**

**Description**

* Prepare and review federal, state, and local tax filings for corporations, partnerships, pass-through entities and individuals.
* Meet with clients to review year-end tax planning opportunities.
* Assist audit staff with tax provision schedules.
* Recommend tax strategies by researching federal, state, and local taxation issues.
* Assist clients with potential mergers and acquisitions by analyzing tax information, calculating key ratios, identifying areas of tax savings, entity structure, etc.
* Prepare responses to various tax notices and be liaison with tax authorities.
* Manage engagement workflow and billing.
* Participate and conduct in-house educational seminars for staff.
* Build strong relationships with clients.
* Provide leadership, counseling and career guidance for the development and motivation of the staff.

**Requirements**

* Bachelor’s and or Master’s Degree in Accounting
* CPA license
* Minimum of four years of public accounting service
* Solid understanding of accounting for income taxes.
* Experience in preparing individual, corporate, and pass-through entity tax filings.
* Ability to analyze multi-state tax issues and provide guidance.
* Excellent tax research and writing skills.
* Excellent communication skills.
* Strong management experience.
* Ability to work as part of a team.

**Salary & Benefits**

Salaries are commensurate with experience. We offer a full range of benefits including flexible work arrangements, an employee wellness program, Fridays off in the summer, seasonal lunches, performance bonus, expense reimbursement for CPA Exam candidates, tuition subsidy, professional development, health insurance, group life insurance, 401(k) plan, paid time off (PTO), and paid holidays.