ACCOUNTING DIRECTOR

Department: Accounting & Tax
Status: Full-Time
Benefits: Yes

SIMA Financial Group, Inc. is a professional services firm founded in Richmond, Virginia in 1985. We offer a full suite of services to our clients: accounting and tax, employee benefits, payroll, corporate retirement plans, IT managed services, and wealth management. Our certified and licensed professionals work closely with our clients to provide superior service, helping business owners, executives, entrepreneurs, and investors reach their goals. Our business is driven by a commitment to our community, employees, and clients.

OVERVIEW & RESPONSIBILITIES

This position oversees a team of accountants and will report directly to the President of the Accounting Department. With the ability to manage and expand our services, the Director must be efficient, highly accurate, and able to develop strong relationships with our clients. This position requires expert knowledge of current tax code and the ability to uphold exceptional standards of service. In addition to daily accounting services, this position is responsible for the preparation of tax returns during tax season.

This position offers a unique opportunity to grow into an equity partner position with one of the fastest-growing CPA firms in Richmond. For the right fit, this process will move very quickly.

- Demonstrate strong leadership, business, and organizational skills
- Bring in new business opportunities and contribute to the firm's growth and development
- Develop and grow client relationships
- Provide tax consultations and onboarding for new clients
- Prepare, review, and process all types of complex income tax returns
- Technical review of income tax returns including corporate, partnership, individual, estates, and trusts
- Research and provide resolution to tax issues, questions, and updates
- Advise business owners and individuals regarding the tax code
- Mentor, train, and manage team of tax preparers
- Detect and address potential compliance issues proactively
- Maintain compliance with all state and federal regulations at all times
- Communicate with various tax authorities and respond to inquiries
- Uphold the values and excellent reputation of our firm
- Maintain highly organized and updated client files
- Provide leadership and work collaboratively with other team members to achieve shared goals

QUALIFICATIONS & REQUIREMENTS

Education & Experience

- Bachelor's degree in Accounting or a relevant field from an accredited university required
- Certified Public Accountant (CPA) license in good standing required
- Minimum of 10 years of individual, corporate, and partnership tax experience in a leadership position
- Exceptional computer skills including experience with databases
- Familiarity with QuickBooks and financial statements
- Experience using Thompson Reuters UltraTax software is a plus
- Proficiency with Microsoft Word, Excel, PowerPoint, and Outlook

Skills & Core Values

- Demonstrated success in all areas of tax and consulting for individuals, businesses, and partnerships
- Comprehensive understanding and experience of partnerships
- Motivated to learn new skills and guide the growth of the firm
- Strong leadership skills with ability to initiate action and motivate team members
- High-level strategic thinking, problem-solving, and decision-making skills
- Able to drive execution and results proactively
- Exercises judgment consistent with company values, departmental operations, and firm expectations
- Demonstrated ability to develop and manage client relationships with excellent client service skills
- Assume full responsibility for complex compilations and review engagements
- Ability to prepare deliverable work products in their final form without supervision
- Produce consistent and thorough work a high degree of accuracy
- Strong math, analytical, and problem-solving skills
- Excellent communication skills, both written and verbal
- Ability to maintain a high level of confidentiality and professionalism
- Strong organizational and time management skills
- Ability to manage workflow and ensure projects/tasks are completed in a timely manner
- Ability to collaborate and operate as part of a team
- Self-motivated and able to work well within a fast-paced environment with firm deadlines

SALARY & BENEFITS

We offer an attractive salary with exceptional opportunities for growth and advancement. In addition, we offer an excellent benefits package, including employer 401(k) contributions, generous paid time off, long-term disability insurance, life insurance, company-paid healthcare premiums, and elective medical, dental, and vision benefits.

CONTACT

To be considered for this immediate opening, please send a cover letter, resume, and salary requirements to careers@simafg.com. This position will remain open until filled.

EOE. SIMA Financial Group, Inc. reserves the right to alter, change, modify and/or terminate this job posting at any time without notice, or obligation, to any party.