

**Sponsel CPA Group**  
**Audit Manager**

**Job Duties**

The ideal candidate must be able to successfully perform the following duties:

- Assist private company clients in reaching their goals through audit and assurance services.
- Ensure a company's annual earnings, expenditures and investments are reported with accuracy and completeness.
- Plan, review and prepare audits, reviews and compilations.
- Demonstrate competency in technical skills, work quality, and application of professional and firm standards.
- Identify areas of weakness in client internal control.
- Relationship building with clients and community contacts in an effort to contribute to business development of the firm.
- Serve as point of contact for clients.
- Communicate complex issues clearly to clients, supervisors and staff.
- Research the implications of audit standards and advise clients on related issues.
- Plan, direct, and execute various consulting projects.
- Manage, develop, and mentor staff on projects and assess performance through formal periodic reviews and informal feedback.

**Job Requirements:**

- Bachelor's degree is required.
- Five plus years recent public accounting and managing experience.
- Must be a licensed CPA.
- Service-oriented, results-oriented, and welcomes structure and process.
- Ability to think beyond accounting and understands client issues and goals.
- Strong organizational and time management skills.
- Ability to multi-task in a fast paced environment with many time constraints and deadlines.
- Must possess excellent project management, analytical, interpersonal, oral and written communication skills.
- Team player who is respectful, outgoing, and positive.
- Excellent customer service and communication to clients and staff.

For immediate consideration, please email your resume and salary requirement to:

**resumes@sponselcpagroup.com**

No agencies or phone calls please. Only those candidates whose experience best meets our requirements will be contacted.