

Position: Part-Time and Year-Round Remote Senior Accountant

LNB Accounting is a California accounting firm that provides a variety of accounting and tax consulting services to individuals and small businesses. Our primary focus is to provide outsourced accounting services to newly created startups (with less than 10 employees). We do not perform routine accounting functions for our clients. Instead, we work alongside with them in collecting, recording, analyzing and presenting their business financial operations. We are here to grow with our clients, using very high level of care and attention to details. Our services include the following: (1) Tax Preparation, (2) Personal Financial Planning, (3) Outsourced Accounting, (4) Bookkeeping, (5) QuickBooks Online, (6) Audit for Nonprofits and Charities, (7) Sarbanes-Oxley Compliance Testing, and (8) Business Formation. Please, visit www.lnbaccounting.com for more details.

We are searching for an experienced and self-motivated Part-time and Year-Round Senior Accountant who is an excellent multitasker with exceptional communication and time management skills. Ability to work 100% remotely but must be flexible to work from our office in Concord, CA when needed. At this level, the Part-time Sr. Accountant should function with minimal supervision and increased focus is placed on supervising and mentoring staff, independent problem solving, strengthening client relationships and increasing team profitability.

Job description:

- Organize and manage a portfolio of clients accounting and/or audit engagements, tax returns & other projects and complete all assigned tasks/projects in a timely and on budget manner.
- Conduct business specific research, gather and analyze data, interpret results, compile reports and make recommendations.
- Must understand US accounting (GAAP), IRS tax code (IRC) and auditing standards (US GAAP).
- Must be capable of making decisions on most accounting, tax and auditing matters. Experience in audit including preparation of a complete set of financial statement is beneficial.
- Must be trustworthy, dependable, efficient, organized and able to work with a minimum supervision.
- Perform work accurately with strong attention to detail and be proficient with computers and cloud-based accounting software.
- Ability to work a maximum of 20 hours/week remotely but must be flexible to work from our office in Concord, CA when needed.

Qualifications:

- Minimum of 3 to 5 years of experience in accounting, tax and/or audit.
- 4-year college degree in Accounting, or relevant field. Master's degree is a plus.
- Has an active California CPA license or working toward obtaining it.
- Experience with Microsoft Office 365, Google Suite, QuickBooks Online and Oracle NetSuite.
- Experience with Payroll processing.
- Excellent English written and oral communication skills.
- Bilingual proficiency (French, Spanish or Portuguese) is a big plus.

Benefits offered:

As a member of our team, (whether part-time, seasonal or full-time), you'll receive a highly competitive salary, work flexibility options, employee continuing professional education & training, health, dental, and vision insurance. In addition, full-time employees only receive short and long-term disability insurance, life insurance, flexible spending accounts, paid time off (up to 4 weeks), 401(k) plan with an employer contribution, and a profit-sharing plan. You will work within an environment that values your contributions and supports your professional growth.

If you meet all of these requirements, please, email your resume and cover letter (and mention your salary expectation) to info@lnbaccounting.com . No phone call please. Only qualified candidates will be contacted for an interview.