

Staff Accountant ~ Full-Time ~ Beatrice, NE

Schulz & Associates, P.C. is seeking an experienced staff accountant to join our dynamic and growing firm. We are intent on providing quality professional accounting and tax services in Beatrice, Fairbury and surrounding areas. We offer employees an environment of excellence that encourages professional growth and career development. We also value life outside the firm and will support you in finding your right work/life balance. If you desire a career in public accounting with a team of professionals who value integrity – we want to meet you!

Requirements include:

- Proven Experience in Bookkeeping and Payroll Tax Preparation
- Solid Understanding of Basic Bookkeeping & Accounting Concepts
- Knowledge/Experience with QuickBooks Desktop & QuickBooks Online (Preferred)
- Strong Computer Skills & Basic Understanding of Microsoft Office Products
- Proficient 10 Key Skills
- Detail-Oriented
- Team-Oriented

Responsibilities include but not limited to:

- Preparing Payroll
- Filing Quarterly & Annual Payroll Tax Returns
- Calculating & Filing Monthly & Quarterly Sales Tax Returns
- Bookkeeping
- Individual Tax Return Data Input

Schulz & Associates offers an excellent compensation and benefits package based on qualifications and experience.

Apply today by sending your resume to 106 Eastside Blvd, Beatrice, NE 68310 or by visiting our website at schulzcpas.com under the Join Our Team page.