

Tax Return Reviewer

About Us

CPS Group CPAs, PA has a long history of building lasting relationships with clients. We work hard to earn their trust and confidence and consider many of them to be good friends and part of our “family”. Many of our client relationships have lasted more than thirty years, and we have often worked with multiple generations of family members and organizational leaders.

Due to our continuous growth, we are seeking a detail-oriented Tax Return Reviewer. We are looking for a full-time professional who possesses passion for knowledge and professional development.

Essential Tax Functions

- Provide excellent service to clients in various industries.
- Perform a detail review of individual, corporate, and fiduciary tax returns.
- Identify and document tax planning or other matters.
- Research tax rules and regulations as applicable to client situations.
- Assist in preparing tax estimates.
- Assist in the preparation of tax returns.
- Special projects, as needed.

Education and Experience

- Active Florida CPA or EA License.
- Relevant work experience.

Skills and Qualifications

- Ability to communicate effectively (oral and written), clearly articulating ideas, opinions, and information.
- Strong organizational, critical thinking, and analytical skills.
- Ability to manage deadlines and expectations efficiently.
- Goal oriented
- Ability to work in a team environment and independently.
- Proficient with Microsoft (MS) Windows and Office products.
- Strong computer skills, CCH ProSystem fx Tax experience a plus.
- Reliable transportation.

Benefits

- Highlights include health insurance, paid vacation and sick time, paid holidays, employer paid life insurance, 401K match, and firm paid CPE.
- CPS has a passion for community involvement. Opportunities to assist, donate, volunteer, and attend community functions.

Interested applicants can send their résumé and contact information to Stephanie Kimbrough at stephanie@cpsinvest.com.