#### HIRING FOR AKA

## EMPLOYMENT OPPORTUNITY

Anderson, Kuiti & Asuma, PLLC is a CPA firm in Duluth, MN that specializes in taxes, tax planning, bookkeeping, and payroll for small-medium size businesses in Minnesota and Wisconsin.

Our organization is seeking a well-organized, customer-service-oriented and reliable Staff Accountant/CPA to handle day-to-day operations and special projects.

HIRING CONSULTANT Terch & Associates 11 East Superior Street Suite 531 Duluth/MN/55802 HIRING COMPANY Anderson Kuiti & Asuma 5 North 3rd Avenue West #201 Duluth/MN/55802

www.terchandassociates.com justin@terchandassociates.com 7

HIRING FOR Senior Accountant/CPA

**CONTACT JUSTIN TERCH** www.terchandassociates.com justin@terchandassociates.com

#### ON LEADERSHIP

## ANDERSON KUITI & ASUMA

#### **CERTIFIED PUBLIC ACCOUNTANTS**

We are a full-service accounting firm licensed in Minnesota. We offer a broad range of services for business owners, executives, and independent professionals. We are affordable, experienced, and friendly. The Firm demands independence, integrity, objectivity, competence and due care from all of its personnel in the conduct of its engagements.

We help business owners take care of their financial obligations (Federal & State Tax Returns, Sales Tax, Unemployment), help them mitigate risk, (IRS, notices, State notices), and most importantly help them to take advantage of opportunities to become more profitable and valuable.

Our Firm is structured to provide leadership in achieving high quality professional performance while maintaining the concept of individual responsibility. Policies and procedures have been established providing assurance that professional engagements are properly planned and executed. Decisions are based on the substance of issues, not on form.

#### JUSTIN TERCH

Terch & Associates: Hiring Consultant



#### LEARN

# ABOUT AKA

Our firm provides outstanding service to our clients because of our dedication to the underlying principles of client focus, professionalism, responsiveness and quality.

Our firm is one of the leading firms in the area. By combining our expertise, experience and the energy of our staff, each client receives close personal and professional attention.

Our high standards, service and specialized staff spell the difference between our outstanding performance, and other firms. We make sure that every client is served by the expertise of our whole firm.



### ANDERSON KUITI & ANDERSON KUITI & ASUNA CERTIFIED PUBLIC ACCOUNTANTS

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#### NOW HIRING

# SENIOR ACCOUNTANT/CPA

#### RESPONSIBILITIES

#### Individual and business tax compliance and consulting:

- Review and prepare individual and business tax returns
- Research tax issues and filing requirements to ensure compliance
- Provide client solutions to tax and related issues
- Client bookkeeping services
- Monitor budgets and maintain control over time and charges
- Work with staff and partners to complete accurate tax filings

#### **Project and Task Management:**

- Manage multiple clients and projects simultaneously
- Manage projects and utilize staff and firm resources to complete tasks in a timely manner

#### **Client Management and Communication:**

- Client management including serving as client lead point of contact
- Communication with clients on day to day issues in a timely manner
- Responsibility for billing process on assigned client accounts
- Manage engagements and tax compliance process for assigned client accounts from planning stage to completion and delivery of tax returns
- Team with partners, management team and staff to provide quality service to clients and meet their needs
- Work with staff and partners to complete accurate tax filings



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#### SEEKING QUALIFIED CANDIDATE

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Our organization is seeking a well-organized, customer-service-oriented and reliable Staff Accountant/CPA to handle day-to-day operations and special projects.

#### QUALIFICATIONS

- Bachelor's Degree in Accounting
- CPA designation
- 5+ years public accounting experience
  Strong organization and management skills
- Self-starter and the ability to work independently and with a team
- Ability to utilize firm technology to enhance client service
- Excellent written and verbal communication skills
- Job Type ~ Full-time

#### LEARN MORE

## OUR COMMUNITY

One would ask, "Is Duluth, Minnesota a good place to raise a family and live?"

For starters, Duluth is located at the head of the Great Lakes in which over 90,000 people consider Duluth home. The city of Duluth is well known for its natural beauty, parks, top-ranked universities and schools, outdoor recreation activities, and thriving business community.

According to research, Duluth was named the second-best adventure hub in the world. Duluth is located on a 600-foot buff which overlooks the largest freshwater lake in the world.

With so much to do in Duluth this place is great to raise a family, seek education, work, or enjoy the great outdoors!





#### HIRING FOR AKA

## GET IN TOUCH

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