



Would you like to go to work for an award-winning firm?

The Archford family of companies has been recognized by “Financial Planning Magazine”, “The Wall Street Journal”, “Financial Times” and names as an Inc. 5000 company. Their Retirement Services Division has been named by “Financial Times” and the “National Association of Plan Advisors” in the Top 100.

We are looking for game changers that set high expectations of themselves and are corroborative in nature. Archford has been recognized by “Small Business Monthly” as a Future 50 Company and Winning Workplace in St. Louis.

Archford Accounting, LLC is seeking a dynamic individual with a diverse set of skills to fill the **Tax Manager** role. They will be assisting Archford Accounting, a growing firm with multiple locations (currently Edwardsville and Swansea). Archford is part of a brand that has multiple service offerings (currently Wealth Management, Business Consulting, Retirement Plans, Accounting and Philanthropy).

The Tax Manager role will be responsible for primary management of the client relationship and formulating and implementing advice. Keeping individuals and businesses compliant with various tax regulations. They will be responsible for tax return preparation and review and overseeing ongoing bookkeeping/payroll services.

Expected to convert prospective clients generated for you along with developing new client relationships. You will work closely with wealth advisors and other service professionals to interact with clients to provide excellent planning and consulting.

This role will also help merge newly acquired tax practices which includes developing policies, transitioning clients and migrating data to new technology platforms, and integrating and managing employees in multiple locations.

Qualifications and Education Requirements

- CPA
- 8+ years of client facing public accounting experience
- Strong client service & team mentality
- Experience with individual and business clients
- Strong leadership and personnel management skills
- Motivated by helping people
- Excellent verbal, written and interpersonal communication
- Aptitude to understand client concerns, questions, and problems then identify appropriate solutions
- Knowledge of QuickBooks, Salesforce/CRM system, Microsoft Office 365, and Microsoft Outlook preferred.

Salary will be commensurate of experience. This position is full time with potential for overtime during tax seasons.

EQUAL EMPLOYMENT OPPORTUNITY Archford is committed to providing equal employment opportunities and ensuring that all employment-related decisions are made without regard to race, color, sex, age, national origin, religion, physical or mental disability (unrelated to the ability to perform job duties) veteran status, or any other protected status under applicable law.