Tax Senior Associate

Summary:

Every firm has a culture – the values, beliefs, methodology, attitudes and standards that reflect an organization's character. The truly inspiring firms – the game-changers, the industry leaders and the disruptors – have cultures that propel them to innovate and stand out. At MRA Associates, we aim to help people live fulfilled, prosperous lives by being one of those inspired firms.

Come grow with us! MRA Associates, a dynamic, comprehensive investment and wealth management firm, is seeking highly skilled individuals with the expertise to service the unique needs of high net worth individuals and families. We are one of Phoenix Business Journal's top ranked independent investment advisers and one of CareerBuilder's Top Companies to Work for in Arizona. Our team approach focuses on providing excellent client service in a well reputed, fast paced environment.

A tax senior associate works with team members to provide high net worth families, individuals, and their related entities with tax compliance and consulting, and wealth management services. The position is responsible for adding to the team's efforts in all client relations including planning, directing, and executing all tax projects effectively. This position will also develop tax planning techniques for prospective clients and make general recommendations for appropriate additional services.

Duties and Responsibilities:

- Meets and corresponds with clients/potential clients and regularly with attorneys, CPAs, and other vendors collaboratively to service the client
- Coordinates tax services for clients
- Analyzes and resolves basic client issues using sound judgment based on experience
- Updates client files and records as appropriate
- Reviews reports and client data for accuracy
- Prepares quarterly and annual tax income reports and provisions
- Provides leadership and coaching to tax associates, interns and other employees
- Actively seeks and applies coaching and feedback

Qualifications:

- Masters degree in Tax from an accredited university
- Two or more years current public accounting experience including individual and trust taxation
- Currently working at senior associate level or equivalent
- CPA certification required
- Series 65 required within first 120 days
- Working knowledge of federal, state, and local tax laws
- Proficiency in Word, Excel, PowerPoint, Outlook, CRM and tax preparation and research software.
- Highly organized, detail-oriented and able to multitask
- Creative problem solver, self-starter and team player
- Strong work ethic, professional demeanor and client service focus
- Excellent verbal and written communication skills
- Ability to demonstrate highest personal ethics, integrity and confidentiality

Interested candidates should submit a resume and thoughtful cover letter and to Brenda Bernardi, Director of Business Operations Manager, at hr@mraassociates.com. A complete job description is available upon request.