

PI&CERELLI, GILSTEIN & COMPANY, LLP

Certified Public Accountants and Consultants

Job Title: Senior Accountant or Senior Assistant Accountant

Summary of Responsibilities: Under the general guidance and supervision of partners, principals, managers and supervisors, you will have the capability to perform a wide variety of diversified accounting and auditing assignments by providing quality client service and maintaining profitable client relationships through the competent completion of engagement assignments.

- Assume overall responsibility for completeness of working papers and reports on multiple audit, review, compilation and attestation engagements, with an emphasis on quality standards, timely completion within budget, and profitability. Keep partner and senior engagement personnel informed of all important developments on engagements, analyze problems and recommend solutions.
- Continual professional communication and interaction with clients.
- Supervise train and develop junior staff assigned to engagements.
- Assist partner and senior engagement personnel in resolving client matters; compiles research and prepares reports on various audit or financial issues.
- Complete evaluations on staff that have worked on engagements.
- Assist as an instructor for in-house training.
- Represent firm at professional industry and community events.
- Participate and promote firm initiatives such as business development, staff training and adoption of new technology.
- Work overtime, as required, throughout the year, predominately from January through April.

Job Qualifications:

- Bachelor of Science degree in accounting (required)
- Master's degree in Taxation, related degree or completion of 150 hours (a plus)
- CPA certification, or someone who is in the process of qualifying for such certification (a plus)
- 1-3 years of public accounting or related experience (required)
- Strong communication skills: written and verbal
- Software proficiency: Microsoft Office 365, CCH Prosystem fx (a plus)
- Ability to travel in RI and Southern MA for client office visits, meetings and seminars using personal vehicle. Occasional overnight, out-of-state travel may be required.

PGCo is an equal opportunity employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, national origin, genetic information, disability status, protected veteran status, or any other characteristic protected by law.

To apply, please send your resume to hr@pgco.com.