FINNEY, NEILL & COMPANY, P.S.
CERTIFIED PUBLIC ACCOUNTANTS

Position title: Non-Profit Tax Specialist / Manager

Position type: Full-time (preferred)

Location: Seattle, WA (hybrid available)

Salary range: Depending on experience

Position Summary: The primary role will be spent managing the tax engagements for publicly supported not-for-profit organizations (Form 990) and participate with other members of the firm in seeking new non-profit service opportunities with both existing and prospective clients. Secondarily, the position will work alongside the tax team or the assurance team as the primary or secondary contact for clients on matters, depending on the needs of the firm and the qualifications and experience of the candidate. The non-profit tax niche is a growing area of practice for the firm, and this primary role will grow with it; the position allows for the opportunity to directly impact other areas of our firm, both now and in the future.

Required experience:
- Minimum 2-4 years of experience with publicly supported non-for-profit tax accounting
- Minimum 3-5 years of experience in federal tax accounting or assurance services
- Minimum BS/BA degree in Accounting; Masters in Tax preferred
- Relevant certification (e.g. EA, CMA or CPA); CPA preferred
- If not a CPA, must meet educational requirements to sit for the CPA exam as outlined by the WBOA

Required skills:
- Experience with publicly supported not-for-profit tax compliance (Form 990-series)
- Experience with a wide variety of federal tax return filings for corporations, partnerships, S-corporations, and individuals, or public accounting assurance services
- Experience collaborating with senior accountants and/or managing a team of junior accountants.
- Thorough knowledge of tax laws and regulations for not-for-profit organizations.
- Ability to effectively manage multiple projects with varied stakeholders
- An understanding of Generally Accepted Accounting Principles (GAAP) and familiarity with financial accounting statements
- Proficiency in tax software (ProSystem, UltraTax, or equivalent), project software (Engagement or equivalent), MS Office Suite, and accounting systems (QuickBooks, Xero, or equivalent).
- Accuracy and attention to detail
- Ability to work in and build a team
- Exceptional written and verbal communication skills with client-facing work experience

Position responsibilities:
- Manage the not-for-profit tax compliance of the firm
- Maintain compliance with regulations by forwarding required information to federal, state, and local authorities.
- Provide quality feedback to members of the team

Position Benefits:
- 4 weeks PTO
- 100% medical insurance (health, dental, vision) premiums for all participants
- $50,000 of term life insurance for employee
- Maternity/paternity policy
- 4% company match to 401(k), with Roth option
- Employer paid HSA contributions
- Related licensure, professional association dues, and CPE costs
- On-site visits from licensed massage therapist
- 10 holidays, including your birthday
- Office closed select Fridays during the summer
- Reasonable hours

About us:
Finney, Neill & Company, P.S. has served the Puget Sound region for over 30 years, proudly being a multi-generational firm. We strive to have excellence in our work, and in our regard for each other as people. Our people come from various walks of life, and we celebrate our differences while together providing the best accounting services possible to our clients. Our office is in the Greenwood neighborhood, and we can occasionally be found on our courtyard enjoying a beverage together on a sunny afternoon.

How to apply:
Send a resume and cover letter to Operations Director, Daniel Common (dan@finneyneill.com).

We are interested in every qualified candidate who is legally allowed to work in the US; however, at this time we are unable to sponsor work visas.

Finney, Neill & Company, P.S. is an equal opportunity employer, and all qualified applicants will receive consideration for employment as protected by federal, state or local laws.