

Senior Tax Manager Job Description

Basics

- ▲ Must be an active CPA or EA with 5 years or more of complex tax experience (business consulting a plus) working in a public accounting firm environment with tax return signature authority.
- ▲ Must have global proficiency in all core competencies of the Firm, and be considered an expert in at least two.
- ▲ Must have the ability to “operate as a firm within a firm” with minimal supervision or oversight.
- ▲ Must have Partner potential. Partner potential is a qualitative assessment made by current Partners involving several factors including advancing the firm’s interests, being viewed as a leader by both employees and current clients, being able to generate revenue and having personal fiscal responsibility.
- ▲ Must have at least a Bachelor’s degree.
- ▲ \$105,000 to \$120,000 total compensation (perhaps higher if you’re a rock star).
- ▲ Bonuses, based on billables and efficiency (including qualitative intangibles). Bonuses, if offered, are considered in addition to total compensation.
- ▲ Eligible for an economic interest partnership after 1 year, if we like you (like a marriage, easy to get into, hard to get out).
- ▲ Eligible for an equity interest partnership after 3 years. Buy-in and redemption information is available upon request.

Job Duties

You will be working directly with other Tax Managers and Senior Tax Managers, and be a direct report to the Tax Partner. Your duties include-

- ▲ Calculating salary and tax projections, and entering shareholder payroll, and reviewing salary and tax projections with clients,
- ▲ Preparing complex tax returns and tracking down missing information,
- ▲ Reviewing tax returns for Partners,
- ▲ Reviewing tax returns with clients, signing tax returns without restriction or review, and representing the firm and the public accounting community with integrity,
- ▲ Resolving tax notices and other issues,
- ▲ Researching complex or unusual tax questions, and drafting memos and conclusions,
- ▲ Answering client phone calls and emails,
- ▲ Training and leading fellow employees, managing others, and being a center of influence,
- ▲ Advancing the Firm’s professional pursuits with others outside the Firm,
- ▲ Providing insight and helping guide the firm towards success,

- ▲ Helping to keep the workflow moving,
- ▲ Performing office chores such as emptying dishwasher and basic tidying up (we have daily janitorial service too), and
- ▲ Other tasks related to accounting, taxes and consultation.

All salaried positions must work 2,000 hours annually. Refer to the WCG Employee Handbook for more information about this requirement.

How to Apply

Please visit our website for current openings, company-paid benefits, a description of who we are and the “how do I get this cool gig?” series of steps-

wcginc.com/jobs