



## Tax Manager

Do you thrive in a fast-paced work environment? Do you love educating clients about potential tax savings opportunities and planning for their financial future? Are you a motivated, take-charge, team player with a positive attitude? Then we would love to hear from you!

GunnChamberlain has been recognized by several organizations as an employer of choice, including **Accounting Today's Top 100 Best Accounting Firms to Work for in the U.S.** Our values include an emphasis on philanthropic efforts and a focus on what's best for our employees, ensuring we deliver the best possible service to our clients. To learn more about what makes us unique, check out our blog (<https://www.gunnchamberlain.com/blog/>) and Facebook page (<https://www.facebook.com/GunnChamberlainPL>).

GunnChamberlain, P.L. is a Jacksonville, Florida based regional CPA Firm. GunnChamberlain provides our staff with access to the resources, experience, and professional knowledge base of a national accounting firm while still providing our clients with the level of personal service and attention of a local CPA firm.

We are looking for a Tax Manager with 5 plus years of recent public accounting experience who can work independently and closely with others. The position is ideal for a motivated, self-starter as there is opportunity for progression including a fast partner track for the individual with the right skill set.

Some of the job functions are as follows:

- Provide professional tax services to assigned clients.
- Meet with assigned business clients and large individual tax clients at least annually for tax planning.
- Assist clients in complying with federal, state, and local tax requirements. Monitor filing deadlines
- Supervise staff in tax work. Keep staff advised of tax developments
- Review all tax returns upon completion.
- Provide specific guidelines for special tax engagements and employee benefit plans, incorporation, trust, etc.
- Represent clients before tax authorities.
- Research tax questions raised by clients and staff.
- Monitor progress of engagements in relation to budgets and due dates.
- Keep clients aware of new services and developments.
- Maintain contacts with referral sources.

- Keep the firm name before the public eye through speaking engagements, publication of articles and books and participation in civic affairs.

We offer a competitive salary and benefits including a bonus incentive package. Our firm is rapidly growing, and we are looking for professionals to further our success and growth while adhering to our commitment to customer service. We take pride in the flexible, family environment of our practice.

The minimal job requirements are as follows:

- 5 plus years' recent public accounting experience
- CPA
- Certified in Florida
- Self-motivated, hard-working, team attitude
- Knowledge and use of UltraTax a plus

GunnChamberlain, P.L. offers a competitive annual salary commensurate with experience and professional development opportunities. GunnChamberlain, P.L. is proud to be an Equal Opportunity Employer