



Job Title: Tax Advisor

Location: Charlotte, NC

CEC Advisors, the public accounting and tax compliance division of Culp Elliott & Carpenter, PLLC, is currently seeking a full-time tax professional to prepare complex individual, partnership, corporation and trust tax returns. The position requires knowledge of tax laws, the ability to move forward independently and efficiently, meticulous attention to detail and compliance to standards and procedures. Outstanding opportunity for a motivated and organized individual who enjoys interacting with a wide variety of clients. One to three years of tax compliance experience is necessary. CPA or Enrolled Agent candidate required.

Duties:

1. Prepare individual, partnership, corporation and fiduciary income tax returns for review.
2. Identify and execute tax planning opportunities to maximize client's net financial worth.
3. Support clients in dealing with the Internal Revenue Service and other taxing authorities.
4. Respond to Internal Revenue Services and North Carolina notices when received.
6. Prepare and e-file W-2's, 1099MISC, 1099NEC, and 1099INT.
7. Assist and provide support to the Tax Department as needed.
8. Log and maintain tax return information.

Competencies:

1. Solid understanding and experience with federal and state tax compliance
2. Able to perform complex tax research and analysis
3. Proficient with Microsoft Excel and other Microsoft products
4. Experience with ProSystem fx Suite a plus
5. Proven analytical and problem-solving skills
6. Strong written and verbal communicator
7. Ability to work independently and complete tasks in an efficient and timely manner

Salary Commensurate with Experience