

WOUCH MALONEY

CPAs & BUSINESS ADVISORS

Job Title: Senior Manager
Department: Business Advisory
Reports To: Principal
Classification: Full-time

General Summary

The Business Advisory Services (BAS) practice includes Business Advisory Services, Regulatory compliance, Accounting Services and Financial Reporting and Internal Audit Services. Within Risk Advisory Services, we focus on helping clients in the following areas:

- Enterprise Risk Management
- Corporate Governance
- Fraud Risk Assessments, investigations and forensic accounting
- Internal control evaluation and optimization
- Backoffice accounting and financial reporting
- External audit preparation and testing assistance
- Insurance industry regulatory compliance
- Internal Audit

The Senior Manager will manage a variety of Business Advisory Services as designated by the Principal. The Senior Manager should function with minimal supervision, and increased focus is placed on supervising and mentoring Staff, independent problem solving, strengthening, and developing client relationships and increasing firm profitability.

Essential Job Functions:

Strategic

- Recognizes important issues and provides manageable solutions; makes sound, well informed, and objective decisions with data and information from a variety of sources; takes action that is consistent with research, probable consequences and firm policy

Client Management

- Takes ownership of assigned client groups; develops personal relationships as a trusted advisor; considers the experience and skill of staff under direct supervision

Staff/Professional Development

- Delegates responsibility to staff on an ever-increasing scale to prepare them for promotion
- Attends CPE course(s) in-house and external

Business Development, Marketing & Networking

- Develops new client contacts and marketing relationships beneficial to the firm; maintains contact with existing and prospective clients; actively brings in new business to the firm; consistently and actively involved in community and holds a board position to increase exposure of firm and own brand; acts as a positive ambassador of the firm and promotes the firm regularly through marketing and networking opportunities

Innovation

- Brings fresh ideas and improvements to the firm and develops plans for implementation

Desired Skills, Abilities and Characteristics

- Maintains contact with clients throughout the year; possesses a thorough knowledge of the client and all facets of client's business and industries they serve
- Able to acquire, develop and retain clients; nurtures and develops relationships with prospective clients for services performed by the firm
- Manage key client groups to improve realization and client satisfaction
- Timely billing and collections of WIP and client receivables
- Ability to meet internal Firm deadlines (time entry, billing, etc.) and client-imposed deadlines (monthly close, quarterly close, etc.)
- Available to work evenings and weekends based on position needs and to travel domestically if required

- Available to travel when client needs arise
- Identify and resolve issues real time
- Keep current on technical developments
- Research advanced technical issues and reach well supported conclusions
- Demonstrate advanced technical writing skills
- Must have Audit experience and extensive knowledge of GAAP

Management Expectations

- Oversight of staff on projects and overall development
- Set priorities for self and staff
- Participate in annual staff internal training to develop staff
- Able to make self-informed decisions

Leadership Expectations

- Participate in developing as well as championing staff development
- Follow all firm policies and encourage others to do the same
- Take part in administrative functions to further the firm's objectives
- Participate in and encourage others in the firm to participate in all firm sponsored events
- Lead by example and openly reward others
- Needs to be able to listen and more importantly hear others
- Be visible and present regularly in the office

Education and/or Experience

- Bachelor's degree in accounting, or master's degree in accounting
- 10 or more years of experience in public accounting and the Insurance Industry
- CPA license required

Benefits

- Competitive benefits package
- 401(k) and Roth 401(k) with company match
- Short and Long-term Disability fully paid by Company
- PTO and 2 Floating Holidays
- In-house training
- Firm pays 100% of course required to maintain CPA license
- Flexible Schedules
- Competitive salaries with continuous review of market conditions
- Strong growth opportunities
- Discretionary bonuses two times during the year
- Strong emphasis on quality work-life integration
- Expanding Social Impact department for a healthy, happy, inclusive, and productive workplace as well as other committees to get involved in