

### **About Guinn, Smith & Co., Inc.**

GS&Co is a public accounting firm providing services to individuals and nonprofit organizations, including full-service audits; financial reviews; compensation reviews; individual, nonprofit, and business tax preparation; and management consulting. Established in Irving, TX, in 1975, our firm has become nationally recognized for our expertise in providing quality, specialized services for nonprofit organizations. Our mission is to provide these services with a standard of excellence.

GS&Co is as dedicated to our staff as we are to our clients. Our firm encourages career growth with our mentoring program, in-house CPE, education reimbursement programs, and internal promotions. We also provide a friendly, cooperative environment that supports our employees in both their personal and professional lives.

We offer:

- Competitive salary, commensurate with experience and credentials
- Excellent group medical, dental, and vision insurance
- 401(k) plan
- Paid Time Off
- Hybrid work environment
- Company-sponsored CPE
- Flexible schedule with a typical 40-hour workweek
- Business-casual dress code (in the office)

### **AUDIT MANAGER**

GS&Co has an immediate opening for an Audit Manager who possesses the following traits:

- CPA
- Minimum 5 years of audit experience, preferably including nonprofit organizations
- In-depth knowledge of GAAP guidelines and Sarbanes-Oxley rules and regulations
- Strong background and experience with audit methodologies and techniques
- Ability to build relationships while asking tough questions
- Excellent written and oral communication ability
- Strong time-management and organizational skills
- Knowledge of Microsoft Office Suite with an emphasis in Excel

While day-to-day tasks will vary, in general, the **AUDIT MANAGER** is responsible for the following:

- Provide high-quality client services while keeping our client's best interests in mind
- Lead all aspects of multiple audit, review, and compilation engagements
- Maintain active communication with clients to manage expectations and ensure satisfaction
- Supervise, train, and monitor staff during engagements
- Develop recommendations and reports based on audits and present these ideas to senior management
- Formulate professional development and educational plans for junior staff members
- Plan and allocate resources and individuals in accordance with skills and schedules
- Operate independently in a leadership capacity
- Prioritize multiple tasks effectively
- Maintain deadlines

If interested, send a copy of your resume to Andrew Woodall at [andrew@guinnsmith.com](mailto:andrew@guinnsmith.com).