



Accounting Manager

Why Choose to Work with Us

At SMG ABA LLC, we take pride in being more than just an accounting firm. We foster a unique team spirit that sets us apart from our competitors. Guided by a set of core values, we have established ourselves as a six-time Inc. 5000 company, demonstrating our unwavering commitment to success and continuous growth. With headquarters in Islandia, New York, and additional offices in New York City and St. Petersburg, Florida, we offer a dynamic and vibrant work environment.

As part of the SMG ABA team, you will be surrounded by individuals who value hard work, encourage personal and professional growth, and celebrate achievements together. We recognize the importance of each team member's contributions and provide a supportive atmosphere where your efforts are acknowledged and rewarded when we reach our goals.

What You Will Do as an Accounting Manager

As an Accounting Manager at SMG ABA, you will have a pivotal role in our daily operations. Some of your key responsibilities will include:

- Managing and overseeing the accounting department's daily operations and providing guidance to staff regarding the financial upkeep of client records
- Supervising the accounting staff responsible for financial reporting on a weekly, monthly, and quarterly basis, payroll processing, budget preparation, and reviewing deliverables before submitting them to clients
- Reviewing year-end client financial records to finalize financials and facilitate the preparation of related tax returns
- Conducting training sessions to develop the skills and knowledge of the accounting staff
- Ensuring all major deadlines, such as weekly/monthly reporting, sales tax obligations, and other client deliverables, are consistently met
- Establishing and enforcing proper accounting methods, policies, and principles
- Evaluating, improving, and implementing systems and procedures to enhance accuracy and efficiency
- Managing staff assignments and coverage to ensure smooth workflow
- Facilitating communication between daily staff interactions and the partners
- Coordinating training programs for new staff members and identifying training needs for the current team
- Participate in SMG ABA recruiting, team-building, and other firm events/efforts

Qualifications and Attributes You Will Need

To excel in this role, we are seeking candidates who possess the following qualifications and attributes:

- A Bachelor's degree in Accounting, Finance, or a related field
- A minimum of five years of accounting and bookkeeping experience
- Strong proficiency in QuickBooks, with the ability to train others
- Excellent leadership and communication skills, enabling effective interaction with employees and upper-level management
- Detail-oriented and deadline-driven mindset
- Strong analytical and problem-solving abilities
- Superior client service skills
- Goal-oriented and purpose-driven attitude
- Versatility and adaptability to handle various tasks and responsibilities
- Results-oriented mindset, consistently striving for excellence
- Ability to multitask effectively

Benefits and Perks of Joining the SMG ABA Team

At SMG ABA, we value our team members and offer a comprehensive benefits package to support their well-being and professional growth. Joining our team comes with the following perks:

- Almost 100% employer-paid Medical Insurance premium for team members
- Dental and vision insurance coverage
- 401(k) retirement plan with employer matching
- Additional ancillary insurance options
- Paid time off, allowing you to recharge and maintain work-life balance
- Employee volunteer program, offering additional time off for community involvement
- Mentor program to support your professional development and growth
- Onsite paid continuing education opportunities to enhance your skills
- Engaging team-building events and outings to foster a positive work environment

Salary: \$110,000 - \$125,000

To apply: Email resume to hr@smgaba.com