

Accounting Supervisor

ABOUT AGH:

As one of the top 220 CPA and advisory firms in the U.S., AGH has been serving closely held and privately-owned entrepreneurial firms and public sector organizations for more than 80 years. AGH is based in the central U.S., but the firm's reach and specialized expertise available to clients spans the globe. AGH's more than 130 professionals serve as trusted advisors and provide clients with a broad portfolio of tax, assurance and advisory services.

POSITION SUMMARY:

The Accounting Supervisor works both independently and collaboratively within a growing Outsourced Accounting Services team. This role provides customized short- and long-term accounting and finance solutions to clients while supervising and reviewing the work of staff accountants. The Accounting Supervisor manages multiple client engagements, maintains general ledgers, prepares financial statements in accordance with GAAP, and ensures adherence to CPA-quality standards, including GAAS and footnote disclosures. Additionally, this position serves as a key point of contact for clients, responding to questions, resolving issues, and delivering exceptional client service.

ESSENTIAL RESPONSIBILITIES:

- Supervise accounting staff and manage client engagements and project timelines
- Perform detailed reviews of financial statements and work prepared by team members
- Train, mentor, and support the development of new and existing accounting staff
- Communicate regularly with clients regarding financial results, issues, and recommendations
- Lead onboarding, setup, and conversion of new clients and accounting systems
- Participate in and lead special projects, both in-office and on client sites as needed
- Manage and/or perform overall accounting responsibilities for specific clients including:
 - Accounts receivable and accounts payable processes, either directly or through support staff
 - Perform and/or review monthly general ledger account reconciliations
 - Prepare and post journal entries
 - Prepare and review monthly financial statements for accuracy and completeness
 - Prepare and file sales, use, and excise tax returns
 - Collaborate with tax professionals by providing accurate and timely client information

QUALIFICATIONS:

- Bachelor's or Master's degree in Accounting, Finance, or Business Administration (with a heavy accounting emphasis) or equivalent combination of education and experience
- Minimum of 5 years of progressive accounting experience, including:
 - Daily transaction processing
 - Month-end close procedures
 - General ledger account reconciliations
 - Financial statement preparation
- Public accounting experience strongly preferred, with demonstrated knowledge of:
 - Preparation, compilation, and review of financial statements

- U.S. GAAP and GAAS standards
- Financial statement disclosures and footnotes
- CPA firm quality control standards and best practices
- Proven ability to manage multiple client engagements and meet deadlines
- Strong communication skills with the ability to interact effectively with clients and all levels of staff
- Demonstrated problem-solving and decision-making abilities
- Excellent time management and organizational skills
- High level of accuracy and attention to detail
- Proficiency in Microsoft Excel and Word
- Experience with Sage 100 and QuickBooks
- Ability to work independently and as part of a team
- Commitment to maintaining confidentiality and professionalism

WHY WORK FOR US:

At AGH, you'll find an environment where good work is rewarded, and growth is valued. AGH offers competitive wages to qualified individuals and the opportunity to grow professionally and personally through diverse work experiences and formal training. Our top five people initiatives are:

- A challenging variety of work in a continuous learning environment
- Career/life integration
- Flexible work environment with great opportunity for advancement
- Ability to make a difference with clients and influence the AGH culture
- Individualized career pathing