



Senior/Supervisor Not-For-Profit Group

In the Greater Philadelphia market, BBD is uniquely dedicated to the accounting, audit and tax needs of not-for-profit organizations. BBD's partners have built a team that is respected for their deep not-for-profit expertise; beloved for their collaboration and authenticity; and recommended over and over to others in the community.

At BBD, we pride ourselves on the warmth of our firm's culture, and the firm was recognized by the Philadelphia Business Journal as a Best Place to Work in 2017, 2018 and 2019. Our culture and work environment are very positive and stand in marked contrast to the "churn and burn" atmosphere common at many public accounting firms. We take care of our people, and, in turn, our people take care of our clients.

As a **Senior/Supervisor** in our Not-For-Profit Group at BBD, LLP, you will work closely with partners and managers to provide superior client service on a variety of nonprofit audit engagements. Additionally, you will assist in the training and supervision of intermediate and staff-level accountants.

Specific Responsibilities and Performance Expectations

- Day-to-day management of small audit engagements, including performance of the audit, financial reporting and the daily field conduct of the audit
- Assistance with management and performance of large audit engagements
- Communication with client management teams
- Research of accounting and audit issues based on client or engagement need
- Gaining audit efficiencies through the use of technology, particularly paperless audit, trial balance and data extraction software
- Assistance with day-to-day supervision, training and evaluation of staff assigned to engagements

Experience and Skills

- Bachelor's Degree or Master's degree in Accounting required
- CPA, strongly preferred
- 3-5 years' experience in public accounting firm environment, previous experience with audits of not-for-profit &/or government clients preferred
- Thorough knowledge of professional standards
- Proficient and effective research skills
- Self-starter with desire and ability to increase responsibility and grow professionally
- Team player with ability to work well with others
- Proficiency in Microsoft Office
- Strong analytical and communication skills
- Superior dedication, integrity and professional bearing
- Dependability and strong work ethic
- Ability to travel to client sites

Compensation and Benefits

Our salary structure is competitive with the Big Four. Our benefits include the following:

- Company-paid health insurance, life insurance and disability insurance
- Unlimited PTO and paid holidays
- Paid Parental Leave
- Paid CPE, professional association dues, and professional licenses
- 401(k) plan with outstanding profit sharing

- Dress for Your Day policy