PRADO & RENTERIA
Certified Public Accountants

Experienced Auditor

Prado & Renteria CPAs, Prof. Corp., is currently interviewing Experienced Auditors to join our office in Chicago's South Michigan Ave. In this position, you will participate in a variety of audit engagements and special projects, contribute to team building, and build trusted relationships with clients.

Prado & Renteria is a pillar to career growth. Our vision is to bring value and engagement opportunities to organizations and individuals to fulfill their purpose. Our unique Growth & Development Program focuses on you and supports you in becoming a fulfilled professional. At Prado & Renteria, you will find yourself challenged by the business side of work and your path for personal development. At Prado & Renteria, you will also have numerous opportunities to work under some of the most prestigious and recognized names in the accounting world and the opportunity to work directly with the founder and partners of Prado & Renteria.

Established in 1990, Prado & Renteria has grown to become the largest Hispanic-owned CPA firm in Illinois. The firm serves a variety of clients through its specialized practice areas: government, corporations, private companies, and nonprofit organizations. We are comprised of professionals with experience in audit and management consulting services.

Responsibilities

- Perform a variety of audit and special procedures, including:
    - Tests of complex account balances and transactions.
    - Analyze processes and transactions to determine compliance with policies and/or applicable regulations.
    - Prepare work papers to ensure sufficiency of documentation and evidence to support conclusions.
    - Document and evaluate internal controls.
    - Identify and prepare recommendations based on audit findings for presentation to management.
    - Proactively communicate with client staff to gather information and resolve audit issues.
- Actively participate in firm-wide projects, training programs (internal and external), networking, and other firm initiatives.

Qualifications

- Bachelor's degree in accounting, eligibility to sit for the CPA exam, a plus
- 2-3 years of public accounting or auditing experience

Skills

- Demonstrated technical proficiency, project management/ownership skills, and the ability to work and communicate effectively with individuals of all levels and of varying backgrounds.
- Proven self-starter and initiative with viable solutions.
- Knowledge of Generally Accepted Accounting Principles (U.S. GAAP) and Generally Accepted Auditing Standards (U.S. GAAS).
- Experience performing financial audits
- Highly developed skills in Microsoft Office Word and Excel
- Ability to travel to various client sites as needed

Education

Bachelor's (Required)

Experience

- Microsoft Excel: 3 years (Required)
- Auditing: 2 years (Required)

Job Type / Schedule

Full-time / Monday to Friday

Salary

$60,000 - $70,000, per year

Work location / physical setting

In person / Office

Ability to commute / relocate

- 1837 S. Michigan Avenue, Chicago, IL 60616
- Reliably commute or planning to relocate before starting work (Required)

To apply, email your cover letter and resume to:
hresources@pradorenteria.com