



Matthew P. Conrad,

CPA, LLC

124 East Market Street Lewistown, PA 17044

JOIN OUR TALENT TEAM AND COMPANY

Tax and Accounting Professional
Full or Part Time

Matthew P. Conrad, CPA, LLC, a leading public accounting firm in Mifflin County, is seeking an experienced tax preparer and accountant to join our growing company!

This position is responsible for effectively organizing and preparing engagements as it relates to business and personal income tax returns, along with all the accounting related to such engagements prior to the tax preparation.

Required Skills:

- Enrolled Agent, Active CPA License or Seeking CPA License
- Associates Degree or Bachelor degree in Accounting
- 6+ years tax experience with a public accounting firm

Required Experience:

- Strong experience with Corporate taxation, S Corporation taxation, Partnership, and Individual taxation required
- Ability to manage engagements
- Strong knowledge of Tax Principals
- Ability to successfully manage multiple clients while meeting deadlines
- Knowledge of tax software packages, such as CCH Axcess and SmartVault

MPC Perks:

- Generous PTO bank, retirement and health insurance options, if eligible
- Strong emphasis on work-life balance
- Team focused environment that supports personal and professional growth
- Competitive salary

Additional Information:

Please reply by emailing your resume to mconrad@lewistowncpa.com

We look forward to our new Team member addition for next tax season!

All your information will be kept confidential. We are an Equal Opportunity/Affirmation Action employer. All qualified applicants will receive consideration for employment.