

HANTZ TAX & BUSINESS

TAX ACCOUNTANT

Hantz Group is a Michigan-based financial company that works with individuals and businesses to help them achieve their financial goals. We are a Family Office that offers a multitude of services tailored to each individual client. We deliver a team of professionals that are experts in their specific disciplines, yet work in collaboration to coordinate superior outcomes for our clients. By taking our holistic approach, we strive to reduce stress and save time for our clients so that they can focus on what's most important for their families.

AREAS OF FOCUS:

- Asset Management
- Insurance
- Cash Flow Analysis
- Estate Planning
- Financial Planning and Retirement
- Tax Strategy and Planning
- Debt Strategies
- Property and Casualty Insurance

Hantz Tax and Business employees utilize current tax rules and work collaboratively with financial consultants and other specialists to complete a comprehensive financial plan for our clients.

This position is an entry level position into the company and offers a great opportunity for growth. Tax Accountants support Tax Planning Specialist by completing the job functions listed below.

ESSENTIAL JOB FUNCTIONS:

- Book appointments for tax team
- Prepare responses to tax authorities
- Prepare tax returns
- Prepare tax analysis
- Assist tax team with client services
- Coordinate business and meetings with tax team
- Perform administrative task
- All other tasks assigned

EDUCATION/KNOWLEDGE & SKILLS:

- Bachelor's degree or equivalent experience
- Strong oral and written communication skills
- Strong organizational skills
- Basic database skills
- Intentions of completing CPA license, CPA track preferred

The Company does not discriminate in employment opportunities or practices on the basis of race, color, religion, sex, national origin, age, height, weight, disability, marital status, or any other characteristic protected by law.