

Careers in accounting

[Finance](#)



Accountants 2 . Auditors They prepare and examine financial statements for accuracy and conformance with laws. They ensure that financial records are accurate and taxes are paid properly and on time. They also assess financial operations and work to help ensure that organizations run efficiently Duties include;

Inspect books of account and accounting systems for efficiency and use of accepted accounting procedures

Suggest ways to reduce costs, enhance revenues and improve profits

Compute taxes owed, prepare tax returns and ensure taxes are paid properly and on time

Explain findings through face-face meetings with clients/managers and preparing written reports

Types of accountants and auditors.

Public accountants; they perform accounting, auditing tax and consulting tasks. Their clients include governments, individuals, and corporations. They work with financial documents that are required by law to disclose.

Management accountants also called private accountants, record and analyze the financial information of the organizations they work for.

Information prepared is for internal use not general public. Helps organization's plan the cost of doing business, work on budgeting and performance evaluation.

Government accountants; maintain /examine the records of government agencies and audit private businesses and individuals whose activities are subject to government regulations or taxations.

Internal auditors, work on mismanagement of an organization's funds. Look for ways to improve the steps for finding and eliminating waste and fraud.

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Most researched accounting position is accountant, both in public/private sectors. Skills required for success in accounting that will not only increase ones job satisfaction but build towards long term career goals include the following; Organization; being organized is a way of demonstrating to fellow workers/supervisors /managers that you are reliable/competent /able to get a job done. For good accountant one needs to have a system to keep track of those responsibilities they manage to ensure that they fulfill all duties to the best of ability. Tools like calendars, day planners can be used. Time management; good time management skills are essential. one needs to effectively budget their time to be able to manage their workload. Should be able to manage competing priorities while completing everything in time. This therefore aids in healthy work/life balance. Adaptability; since accounting industry is dynamic, one who is able to adapt quickly have an added advantage over others and able to embrace change. one should focus on their strengths and use in tight situations. Communication skills; strong communication skills are extremely valuable. to communicate well in writing and in person will help you get a job, work as a team with co-workers, interact with clients. Good interpersonal skills vital for networking. Leadership; one needs to balance being a role model and person in charge while still being part of a team. in accounting, leadership skills include long term planning and strategic thinking thus ability to look ahead is key. leadership involves being visionary-making decisions that involves creativity.

How the researched accounting position can add value to the company, seeking candidate; the accountant is able to evaluate the company's financial performance to help the organization improve their financial

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position to attract investors

Work citations

Bureau of Labor Statistics, U. S. Department of Labor, occupational Outlook Handbook, 2014-15 Edition, Accountants and Auditors.

Institute of internal auditors (IIA)