Career Development Opportunity

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Are you a BHSU Alumni?: Yes
If yes, what year did you graduate?:

Opportunity Details
Business, Company, Organization Name: Ketel Thorstenson, LLP
Company Description: In 1936 Ketel Thorstenson, LLP opened its first location in Rapid City, SD. Over the next 80 years the firm would grow, move locations, change names, and merge with other firms; all while becoming known as a firm of experts and friends. We are proud of our history and longevity and are thankful to the employees that have gotten us to where we are today. We look forward to another 80 years of change, growth, and serving the Black Hills and beyond.
Opportunity Offering: Full-time job
Work Study Options:
Opportunity Title: Associate - Tax Department
The opportunity will take place in?: Rapid City, SD; Spearfish, SD; Gillette, WY
Start Date:
End Date:
Weekly Hours: 40+
Hourly Wage: tbd
What does the opportunity provide?:
What to expect as an Associate:
• Prepare a tax return for an individual client with small business or rental properties
• Work with a tax manager on a ranching client’s return
• Assist a tax partner with a project for a corporate client
• Do the bookkeeping for a hospitality company, ensuring the financial statements are ready for their tax return to be prepared
• Assist a client with an accounting related challenge
• Volunteer your time at Summer Nights, a local Ketel Thorstenson, LLP sponsored event
• Increase your knowledge in accounting practices by attending a firm sponsored training class
• Take a potential new hire out to lunch to talk about your experiences at Ketel Thorstenson, LLP

What are the characteristics of a qualified candidate?:
What we expect from an Associate:
• Obtain technical knowledge by attaining a Bachelor’s degree in accounting or related field, maintained a 3.0 GPA, and has a plan to obtain the CPA or EA certification
• Able to synthesize and analyze data, provide accurate reports, and express ideas clearly and concisely, both in verbal and written communication
• Aware of the importance of effective relationships between the client and the firm
• Be professional in all dealings with coworkers, partners, and clients
• Plan, organize, and work efficiently
• Develop an understanding of the firm’s business plan and their role in achieving it including utilization, realization, client development, recruitment, etc.
• Develop an understanding of the firm’s people, services, industries, and clients
• Actively seek on the job learning to understand their role, responsibilities, and gain knowledge of department processes and procedures
• Support coworkers with on the job learning where appropriate
• Seek regular feedback on performance
• Effectively balances work, community, family, and personal commitments
• Work co-operatively in teams to provide quality service to clients
• Works 2272 hours annually, approximately 712 of those to be worked during tax season

What skills are needed to be successful?:
see above.

Application Process:
To apply go to http://ktllp.com/careers/apply-online/. Make sure to include a cover letter, resume, and unofficial transcripts.

Application Deadline: 9/25/2019