

Tax Accountant - Compliance

Duties and Requirements

State Fuel/Sales Tax Returns – preparation, paper and electronic filing
General Ledger Reconciliation – easy ranging to complex
Communications (written, oral) with state and local taxing authorities
Technical reading of tax law and filing instructions

Skills Required

Advanced Microsoft Excel
Microsoft Word
Internet – web filing
10 key calculator
Detail Orientation
Problem solving skills
Working with strict deadlines
Prior general ledger reconciliation experience
Tax return experience a plus (not required)

Education

2-year Associates degree preferred (Accounting - a plus!)

Please forward resume and salary requirements to:

- 1) E-mail: ckormos@avfuel.com or lmarsh@avfuel.com
- 2) Fax: 734-663-6466
- 3) Mail: Human Resources Dept., AVFUEL CORPORATION, P.O. Box 1387, Ann Arbor, MI 48106-1387