**Staff Auditor: Washington, DC**

Raffa - Marcum’s Nonprofit and Social Sector Group is a team of dedicated professionals specifically focused on helping mission-based organizations and socially directed businesses achieve their full potential. The group’s portfolio of services covers a full range of operational and strategic functions, including managed services in accounting, technology, and human capital; as well as business, succession, and sustainability planning. Our Washington, DC office is looking for a Staff Auditor who supports the engagement team for a variety of clients. The work of a Staff Auditor will involve travel to client sites.

**Essential Duties and Responsibilities:**

• Assists in the preparation for audit fieldwork, by assembling client document requests and participating in engagement team planning meetings.

• Performs standard audit testing in areas such as cash, investments, inventory, fixed assets, accounts payable and accrued expenses, lease obligations, expense testing, control testing of cash receipts, cash disbursements and payroll, and preparation of and/or completion of the applicable audit programs.

• Assists with the overall preparation of financial statements including the statement of cash flows and, when applicable, the schedule of federal expenditures and OMB reports.

• Assists the Senior Auditor in drafting routine correspondence, financial statement footnotes, and management letters.

• Coordinates with the Senior Auditor following fieldwork, to address any remaining client needs and to perform roll-forward procedures.

• Maintains open communication throughout an engagement with the Senior Auditor regarding budget versus actual time statuses and time requirement changes.

Minimum Qualifications (Education, experience, certifications):

• A Bachelor’s degree in Accounting, Business Administration or other related education.

• CPA or CPA Candidate.

• Proficient in the use of Microsoft Excel and other Microsoft Office applications

• An understanding of generally accepted accounting principles (GAAP).

BENEFITS: Marcum works hard to keep our compensation and benefit programs competitive with today’s market. At Marcum you'll find a competitive salary, benefits and 401(k) retirement savings plan. Therefore, the firm offers a comprehensive employee benefits package that in part, includes: • Medical Insurance • Dental Insurance • Life Insurance & AD&D Coverage • Short-Term Disability Insurance • Long-Term Disability Insurance • Dependent Care Flexible Spending Account • Holidays and Paid Time Off • Employee assistance program (counseling) • Smart Benefits program (WMATA) • Education assistance • Firm-paid training • Various health and wellness programs