

Accountant

Duties

Accountants and auditors prepare and examine financial statements to make sure they are in accordance of the law. They organize and maintain financial records and make sure taxes are properly paid on time. Accountants/auditors also make sure that a company runs smoothly and efficiently. Not only are they the “math guy” in the company but they must make presentations on their findings.

Accountants and Auditors Median Annual Wages, May 2010

<u>Accountants & Auditors</u>	\$61,690
<u>Business Financial Operation</u>	\$60,670
<u>Total, All Occupations</u>	\$33,840



Hiring Practices

Most accountant and auditor positions require a bachelor's degree in accounting or another related field. Most employers, though, prefer

to hire someone with a master's. Work experience is important in this field. Most states require several years of experience before they

can for a CPA license.

Employment & Outlook

Employment of accountants and auditors is expected to grow 16 percent from 2010 to 2020, about as fast as the average for all occupations. There has been an increased focus on accounting in response to corporate scandals and recent financial crises. Stricter laws and regulations, particularly in the financial sector, will likely increase the demand for accounting services as organizations seek to comply with new standards.

Accountants and audi-

tors who have earned professional recognition, especially as a Certified Public Accountants (CPA), should have the best prospects. Job applicants who have a master's degree in accounting or a master's degree in business with a concentration in accounting

Most accountants and auditors work in offices, although some work from home. Auditors may travel to their clients' places of business.

Important Qualities

- ◆ Analytical Skills
- ◆ Communication Skills
- ◆ Detail Oriented
- ◆ Math Skills
- ◆ Organizational Skills

Advancement Opportunities

Some top executives have a background in accounting, internal auditing, or finance. Beginning public accountants often advance to positions with more responsibility in 1 or 2 years and to senior positions within another few years. Those who excel may become supervisors, managers, or partners; open their

own public accounting firm; or transfer to executive positions in management accounting or internal auditing in private firms.

Licensing/Certification

Most firms require at least a bachelor's degree in accounting. To sit for the CPA test, a person has to have at least 150 hours of complete college courses.

Helpful High School Courses

- ⇒ Accounting I and II
- ⇒ Desktop Publishing
- ⇒ Micro Computers
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