



Job Title: Tax Accountant (contract basis)

Our [SAGE Tax Advisory](#) Team based in the suburbs of Chicago, Illinois has an exciting opportunity for a Tax Accountant based in Puerto Rico to support our client needs on a contract basis during tax season and beyond.

If you are looking for flexible hours, remote setting, and an opportunity to collaborate with our Illinois CPA team, look no further! You can choose your own working hours. The seasonal nature of your work can provide you great flexibility and an increased focus on work life balance.

We pride ourselves on empowering our employees to build the work styles they crave. We believe professional development, open communication, and transparent leadership contribute to unique, happy, and energetic work environment. As proactive tax advisors, we work with our clients and their needs year-round. With decades of public accounting experience, we have come to know that no single approach fits every situation. We are committed to exceeding our clients' expectations, providing advisory-based tax solutions using a harmonized approach. We work diligently to understand the unique and special circumstances of each client and their needs.

[SAGE Tax Advisory](#) is a Learning Organization, and we believe in educating our clients on the strategies and solutions we apply to their special circumstance so that they can be partners in the decision-making process. We strive to deliver Service Excellence and work hard to facilitate long-term trusted relationships. We value diversity and an ownership mentality. We are driven by our **CORE** values: **Honesty, Integrity, Accountability, and Pursuit of Excellence.**

Visit our website SAGEadvicetax.com to learn more about us and to see if you are fit with our organization.

Position Summary

Prepare individual, trust, partnership, estate, and corporate tax returns.

Position Location

Puerto Rico. Enjoy remote or on-site flexibility with a growing dynamic team.

Compensation

This contractor role offers you compelling opportunities:

- Competitive compensation based on experience and qualifications.
- Opportunities for learning and development, collaborating with our Chicago CPA team.



Contract Duration

Flexible schedule and hours during tax season with potential to extend.

Key Accountabilities

- Prepare individual, business, trust, and estate tax returns as well as related tax planning.
- Research tax topics related to specific client questions and needs.
- Meet clients and address their questions and concerns regarding tax forms and paperwork.
- Perform other accounting duties as assigned.

Essential Experience and Job Requirements

- U.S. Individual Income Tax Return preparation experience.
- Ability to work analytically and independently, identify tax issues, opportunities, and solutions.
- Knowledge of state and federal tax form processes.
- Ability to meet timely obligations with clients; personal integrity when working with personal and sensitive financial information.
- Experience with ProConnect Tax Software preferred.

Essential Education

- Licensure as a Certified Public Accountant (CPA) is required
- At least 3 years of related accounting experience required
- Bachelor's degree in Accounting, Finance, Economics, or related field, required

Key Competencies

- Strong analytical and problem-solving skills
- Integrity and trust
- Adaptability and flexibility
- Team player, positive attitude and self-motivated
- Excellent oral and written communication skills

Language

- English required

Are you looking for a client-centered role where you can showcase your tax expertise and take ownership?

Apply today, send your resume to Careers@SAGEadvicetax.com