

## Employment Opportunity – Audit Manager

We are looking for an **Audit Manager** to join our team in Saint John.

### About the organization

At Teed Saunders Doyle we insist on delivering top-quality, world-class accounting and business advisory services - without losing touch with our down-to-earth, relationship-focused nature. With offices in two of New Brunswick's three major centres and a team of 50+, our firm is large enough to offer the most in-depth and comprehensive services in our region while staying focused on building relationships and providing a personal touch. We work hard to deliver exceptional service and excellent value to our clients, and we like to have fun in the process. If you want to develop your career in a fast-paced, fun, and collaborative atmosphere, we are the right fit for you!

### The Opportunity

As an Audit Manager you will play an important role in planning, supervising, and leading our annual audits. You will work directly with clients and other TSD team members to provide the excellent professional services that we are known for. You will work as a mentor to junior staff and contribute to process improvement and growth of the firm.

### Applicants should have the following qualifications:

- CPA designation
- Minimum 5 years employment experience in a public accounting firm
- A minimum of 4 years of experience managing assurance engagements of various sizes and complexities.

As Audit Manager at Teed Saunders Doyle your responsibilities will include:

- Creating and implementing the engagement plan, ensuring relevant budgets and procedures are completed on time and in budget
- Consulting with clients to obtain required information to complete the file
- Reporting and analyzing with Partners and Senior Managers any matters encountered that may adversely affect the outcome of the engagement or that may require modification
- Providing regular updates on project progress and billing processing to Partners or Senior Managers to ensure that all work is completed on a timely basis

- Ensuring that client files are updated
- Able to justify timelines and budget variances if required
- Acting as a mentor for CPA students by supervising and evaluating their assignments when requested

Preferred applicants will possess the following skills and behaviours:

- Excellent written and verbal communication skills
- Strong technical expertise in accounting with audit experience
- Proficiency with Caseware, Doc-it, TaxPrep, or other equivalent accounting software
- Proficiency with MS Office applications, including Excel, Word and Outlook
- Ability to work independently and as part of a team
- Strong organizational skills with the ability to multi-task and work under pressure
- Strong commitment to excellence and attention to detail
- Proven problem solver with solid analytical skills

**Apply today**

To find out more information about our firm, please visit our website at

**[www.teedsaundersdoyle.com](http://www.teedsaundersdoyle.com)**

Please submit your resume to **Dayna Lutes** by email at **[dayna@chapmangroupcan.com](mailto:dayna@chapmangroupcan.com)**