

Bookkeeper,

SFM Financial Advisors is looking for a bookkeeper with small business bookkeeping experience. Whether you are early in your career or nearing/in retirement you may be an ideal candidate.

A qualified applicant will:

- Have experience/existing clients, that makes you Quick Books proficient at maintaining records/reporting (accounts management, tax and regulatory reporting, payroll, etc) for small businesses.
- Have a desire (if not already skilled) to learn tax preparation involving personal and small business taxes.
- Enjoy creating positive and valuable outcomes for clients.
- Be a problem solver who is persistent, creative, and enjoys solving problems/overcoming obstacles.

This role will be part-time to begin with. I expect the need to grow over the next two to three years, allowing you to become full time, or to train a second part-time book keeper if that works best with your schedule. I am willing to work with you if you have a need for flexible hours, or are retired and wish to manage your earned income with your Social Security.

This is a small business. While your role will have a primary focus, you will be presented with, and expected to resolve, needs of the business that fall outside of this focus.

If you would like to reach out and contact us, you can email your questions and/or resume to:

Email: Steven.fm@sfmfa.com

Phone: 360.573.0641

Address:

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