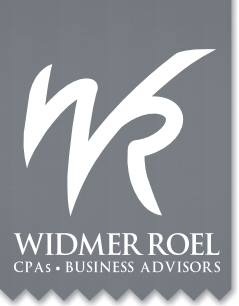


Position: Audit Associate
Status: Exempt
Location: Fargo, North Dakota
Reports To: Audit Supervisor or Audit Manager



4220 31st Avenue S.
Fargo, ND 58104-8725

Phone: 701.237.6022
Toll Free: 888.237.6022
Fax: 701.280.1495

Summary: As an Audit Associate, you will draft and file financial audits for a wide variety of clients. You will be required to plan financial audits, prepare budgets and assist in drafting financial statements.

Key Responsibilities:

- Carries out audit procedures which include inquiries, analysis, observations, and inspection of documents.
- Prepares consolidated internal and external financial statement by gathering and analyzing information from the accounting systems and client personnel.
- Implement accounting standards and analyze client procedures, recommending changes.
- Inspect client information systems for efficiency and effectiveness.
- Maintain high technical and professional standards.
- Accurately review and document work-in-progress of client engagements.
- Analyzes information and options by developing spreadsheet reports, verifying information.
- Work closely with Audit team to ensure strong and accurate client communication.
- Other duties as assigned.

Qualifications:

- Bachelor's or master's degree in accounting or accountancy
- Certified Public Accountant (CPA) Credentials or the ability to obtain CPA designation preferred.
- 1-2 years prior experience in public accounting preferred.
- Strong accounting and analytical skills.
- Proficient computer skills: Excel and Word.
- Strong verbal and written communication skills.

Physical Requirements:

- Prolonged periods sitting at a desk and working on a computer.
- Must be able to lift up to 15 pounds at a time.
- Must be able to full-motion, bend, squat, kneel, twist and climb.

Equal Employment Opportunity Statement: Widmer Roel is an equal opportunity employer committed to diversity and inclusion. We provide equal employment opportunities to all employees and applicants for employment without regard to race, color, religion, sex, national origin, age, disability, or genetics. In addition to federal law requirements, Widmer Roel complies with applicable state and local laws governing nondiscrimination in employment.

This policy applies to all terms and conditions of employment, including recruiting, hiring, placement, promotion, termination, layoff, recall, transfer, leaves of absence, compensation, and training. Widmer Roel expressly prohibits any form of workplace harassment. Widmer Roel is committed to ensuring that our workplace is free from discrimination and harassment. We foster a diverse and inclusive environment where all employees are valued for their unique contributions and perspectives. We actively seek to attract, retain, and promote individuals who reflect the diversity of the communities we serve.

If you require assistance or accommodation to complete the duties listed in this job description, please contact Human Resources.