



## **Senior Accountant (Bilingual Mandarin)**

### **Job Duties:**

- It's essential that you enjoy working with startup teams and can adapt to their consistent changes.
- Perform monthly book closings on time and ensure the accuracy of financial statements.
- Prepare and review monthly financial statements and provide budget-to-actual variance analysis reports.
- Update the rolling cash burn rate and reconcile bank and credit card accounts.
- Organize clients' documents and records in Box, Dropbox, or OneDrive.

### **Job Qualifications:**

- Bachelor's degree or above in accounting or finance; CPA or CPA track preferred.
- At least 5 years of experience in corporate accounting or public accounting.
- Proficiency in QuickBooks, Xero, Bill.com, Expensify, NetSuite, and advanced Excel skills required.
- Experience in startup accounting, venture fund financing, and M&A due diligence.
- Fluency (writing and speaking) in English and Mandarin.



## **Controller**

### **Job Duties:**

- It's essential to have an entrepreneurial mindset to succeed in this position. We are recruiting individuals who want to become core members of our team.
- SaaS Accounting
- ASC 605 Revenue Recognition
- ASC 605-985, Software Revenue Recognition
- ASC 805: Business Combination
- ASC 718: Stock-Based Compensation
- Prepare consolidated financial statements
- Review and reconcile 1099, W2, W3, W8, 1042, 941, 940, and TX C-3 payroll tax reports
- Provide support to external auditors and tax CPAs
- Handle Delaware, TX, and CA franchise tax, sales tax, and business personal property tax
- Organize clients' documentation and records in Box, Dropbox, or OneDrive

### **Job Qualifications:**

- Bachelor's degree or above in accounting or finance
- At least 6 years of experience in corporate accounting or public accounting
- Big 4 experience preferred; CPA or qualified CPA candidate
- Proficiency in QuickBooks, Xero, Bill.com, Expensify, NetSuite, and advanced Excel skills required
- Strong communication (oral and written) and presentation skills
- Experience in startup accounting, venture fund financing, and M&A due diligence
- Fluency (writing and speaking) in English and Mandarin



## **Senior Tax Manager**

### **Job Duty:**

**It's essential to have an entrepreneur mindset to be success in this position. We are recruiting the one who wants to be our core member in our team.**

### **Responsibilities**

- Ability to help the clients to plan Post & Pre transactions tax compliance
- A solid knowledge on Qualified Small Business Stock (QSBS)
- Experience in the international tax compliance: Form 5471, Subpart F, Dual Consolidated Losses, Disallowance of foreign taxes, Foreign Source Expense apportionment, Miscellaneous International Tax Compliance Opportunities.
- Transfer price, Individual/Expat income Tax, Foreign Investment in Real Property Tax Act

### **Job Qualification:**

- Bachelor's degree or above in accounting or tax major
- At least 8-year experience in corporate accounting or public accounting
- Big 4 Experience preferred CPA or qualified CPA candidate.
- Strong communication skills (oral and written) and presentation skills  
Experience in Startup accounting, Venture Fund financing, and M&A due diligence
- Thorough knowledge of Forms 5471 and 1118, Qualified Small Business Stock, and stock compensation tax compliance.
- Fluency (writing and speaking) in English and Mandarin.

Please send your cover letter and resume to [info@hzcpapc.com](mailto:info@hzcpapc.com). We will response to you in 24 hours.