



Staff Accountant Competencies

Required Competencies
Business Acumen <i>Describes the mission and structures of the organization.</i>
Financial Reporting <i>Understands the documents associated with measuring a business' financial performance.</i>
Technology Applications: Excel <i>Identifies and utilizes relevant technology and tools to analyze data, and to efficiently and effectively perform assigned tasks.</i>
Technology Applications: Accounting Software <i>Identifies and utilizes relevant technology and tools to analyze data, and efficiently and effectively perform assigned tasks.</i>
Tax Regulations and Codes <i>Describes relevant regulations and codes that impact financial reporting standards and requirements.</i>
Bookkeeping <i>Accurately enters financial transactions, and understands the impact that transactions have on the financial statements.</i>
Accounting Principles <i>Demonstrates a proficient level of professional skill and/or knowledge in accounting and keeps current with developments and trends (GAAP).</i>
Risk Assessment <i>Assesses risk using appropriate frameworks, professional judgment, and skepticism. Helps the organization identify if a reasonable level of risk has been exceeded.</i>
Data Analysis and Interpretation <i>Identifies and applies appropriate, reliable, and verifiable measurements to analyze data for a given purpose and intended use.</i>
Soft Skills Specific to Occupation
Ethics <i>Integrates core values, integrity, and accountability throughout all organizational and business practices.</i>
Active Learning <i>Understands the implications of new information for both current and future problem solving and decision making.</i>
Judgement and Decision Making <i>Considers the relative costs and benefits of potential actions to choose the most appropriate one.</i>