

Staff Accountant Competencies

Required Competencies

Business Acumen

Describes the mission and structures of the organization.

Financial Reporting

Understands the documents associated with measuring a business' financial performance.

Technology Applications: Excel

Identifies and utilizes relevant technology and tools to analyze data, and to efficiently and effectively perform assigned tasks.

Technology Applications: Accounting Software

Identifies and utilizes relevant technology and tools to analyze data, and efficiently and effectively perform assigned tasks.

Tax Regulations and Codes

Describes relevant regulations and codes that impact financial reporting standards and requirements.

Bookkeeping

Accurately enters financial transactions, and understands the impact that transactions have on the financial statements.

Accounting Principles

Demonstrates a proficient level of professional skill and/or knowledge in accounting and keeps current with developments and trends (GAAP).

Risk Assessment

Assesses risk using appropriate frameworks, professional judgment, and skepticism. Helps the organization identify if a reasonable level of risk has been exceeded.

Data Analysis and Interpretation

Identifies and applies appropriate, reliable, and verifiable measurements to analyze data for a given purpose and intended use.

Soft Skills Specific to Occupation

Ethics

Integrates core values, integrity, and accountability throughout all organizational and business practices.

Active Learning

Understands the implications of new information for both current and future problem solving and decision making.

Judgement and Decision Making

Considers the relative costs and benefits of potential actions to choose the most appropriate one.