

Senior Audit Associate

Position Overview

Pedelahore & Co., LLP is seeking a **Senior Audit Associate** to join our team in our Metairie, Louisiana office.

This position is a great opportunity for an experienced audit professional who enjoys client interaction, takes pride in producing quality work, and is ready to take on more responsibility in planning, performing, and completing audit and assurance engagements.

The Senior Audit Associate will work on audit, review, compilation, and other assurance engagements for a variety of clients. This role includes preparing and reviewing workpapers, identifying audit and accounting issues, communicating with clients, assisting with staff development, and working closely with managers and partners to deliver high-quality client service.

What We Are Looking For

We are looking for someone who is detail-oriented, organized, dependable, and able to work both independently and as part of a team. The ideal candidate communicates well with clients and team members, asks thoughtful questions, takes ownership of assigned work, and wants to continue growing within a collaborative CPA firm environment.

This person should be comfortable managing multiple priorities, helping newer staff develop, and contributing to the continued improvement of our audit processes.

Duties and Responsibilities

Responsibilities include, but are not limited to:

- Perform audit, review, compilation, and other assurance procedures in accordance with firm standards and applicable professional standards.
- Prepare and review audit workpapers, financial statements, and related disclosures.
- Assist with planning engagements, including risk assessment, audit programs, budgeting, scheduling, and completion procedures.
- Analyze financial statements, account balances, internal controls, and supporting documentation.
- Identify, research, and communicate audit and accounting issues to managers and partners.
- Supervise, train, and provide feedback to staff accountants during engagements.
- Communicate professionally with clients to request information, answer questions, and provide updates.
- Develop and maintain strong client relationships through responsive and professional service.

- Manage multiple client engagements and deadlines while maintaining accuracy, efficiency, and attention to detail.
- Assist with preparation of reports, letters, financial statements, and other client deliverables.
- Help improve firm processes, engagement efficiency, and consistency in audit documentation.
- Maintain confidentiality and uphold professional standards, ethics, and firm policies.
- Participate in firm training, recruiting, and internal process improvement initiatives as needed.

Qualifications

The ideal candidate will have:

- Bachelor's degree in Accounting required.
- CPA license or active progress toward CPA certification preferred.
- Approximately 3–5+ years of recent audit experience in public accounting.
- Strong understanding of GAAP, GAAS, and financial statement preparation.
- Experience with audits of privately held businesses, nonprofits, governmental entities, or employee benefit plans is a plus.
- Ability to prepare clear, organized, and well-supported workpapers.
- Strong analytical, problem-solving, and organizational skills.
- Ability to manage multiple projects and meet deadlines.
- Excellent written and verbal communication skills.
- Professional demeanor and strong client-service mindset.
- Ability to work both independently and collaboratively as part of a team.
- Experience supervising or mentoring junior staff preferred.
- Strong Excel and technology skills.
- Proficiency with audit and accounting software.
- Experience with Engagement Manager and Guided Assurance is a plus.

About Pedelahore & Co., LLP

Pedelahore & Co., LLP is a regional accounting firm founded in 1945, with offices in Metairie, Hammond, and Amite. Our firm provides accounting, audit, tax, and consulting services to closely held businesses, nonprofit organizations, governmental entities, and high-net-worth individuals.

We are dedicated to building long-term relationships with our clients by providing quality accounting services in a timely, professional, and responsive manner. As a firm rooted in family

values, we understand the importance of maintaining a healthy work-life balance while also providing meaningful opportunities for professional growth and advancement.

Why Join Our Firm

Pedelahore & Co., LLP offers the opportunity to work with a respected local firm that values client relationships, professional development, quality work, and teamwork. Our team members gain exposure to a variety of industries and engagement types while working directly with experienced managers and partners.

We offer a competitive salary and benefits package, as well as opportunities for career growth and advancement. Salary is determined based on years of relevant experience and demonstrated expertise.

This is a great opportunity for someone who enjoys client service, wants meaningful responsibility, and is looking for a long-term opportunity with a respected, client-focused regional CPA firm.

Benefits and Perks

Pedelahore & Co., LLP offers a competitive benefits package and a work environment that supports both professional growth and work-life balance.

Benefits and perks include:

- Health insurance, including dental and vision coverage.
- Health savings account and flexible spending account options.
- 401(k) retirement plan with up to a 4% company match.
- Paid holidays.
- Paid vacation, accruing up to 10 days annually and increasing with tenure.
- Sick and personal time, accruing up to 40 hours annually.
- CPA exam support for team members pursuing licensure.
- Professional development and firm-paid approved continuing professional education.
- Incentive commissions for new client referrals.
- Compressed work weeks from May through November.
- Firm-sponsored events, staff activities, and celebrations throughout the year.