

# BRADENTON HERALD

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# THE JOB CENTER

## ACCOUNTING



An accountant's responsibilities include preparing budgets and annual reports and making recommendations to management.

As long as humans have engaged in trade, there have been accountants. Accounting records found in Babylonia date as far back as 3600 B.C. The accounting profession in the United States began around A.D. 1880, when investors from Europe began investing in American companies. Now the industry is one of the largest

professional employment fields in business. Accountants are responsible for tracking the many financial transactions that happen in business every day. They maintain records, compile and analyze information, and provide reports and suggestions to management. They prepare profit and loss statements, tax forms, and annual reports to investors.

The accounting field is divided into three categories: public accounting, private accounting, and government accounting. Several fields of expertise fall under those categories, including cost accounting, tax accounting, auditing, and

bank examining.

Public accountants usually work for an accounting firm or on a free-lance basis. They may handle the accounts of several companies. Most states require public accountants to become certified by passing a Certified Public Accountant (CPA) examination. CPAs must take additional courses each year to maintain their certification.

Private accountants are hired by a company as in-house accountants. Depending on the size of the company, they are responsible for many or all facets of that company's accounts.

Government accountants work for the Internal Revenue Service, as bank examiners, or for individual government agencies. Government accountants often work with budgets of billions of dollars.

for the insurance business Weber & Associates also owns. In addition, Hawthorne is also a notary.

Currently, Hawthorne is attending Manatee Community College and will then transfer to the University of Central Florida in Orlando. His goal is to attain a Bachelor's Degree in accounting. Hawthorne has realized how busy the accounting field can be and therefore has some advice for anyone wanting to enter the field of accounting: "Learn to deal with stress."

## Profile

Wayne Hawthorne  
 Accountant

Wayne Hawthorne has been working at Weber & Associates in Palmetto since May 2004. He is currently a staff accountant and payroll specialist. Hawthorne graduated from Manatee Technical Institute's Accounting Operations program.

Choosing a career in accounting was easy for Hawthorne because he "always loved working with numbers." Doing taxes and working with his clients is what Hawthorne loves the most about his position. Hawthorne stays very busy doing taxes, monthly accounting and payroll and helping with the accounting

### SKILLS REQUIRED

Accountants must have high ethical standards and an aptitude for working with numbers.

### WHERE/HOW TO GET TRAINING

#### Schooling

Most colleges, universities, and technical schools offer classes and degree programs in accounting.

CPA firms and government accounting positions require at least a four-year degree in accounting or a related field. Many of the better jobs require a master's degree in accounting or an MBA.

Most states require public accountants to pass the CPA exam. All states use the exam provided by the American Institute of Certified Public Accountants. Seventeen states now require CPA candidates to complete 150 semester hours of college coursework before they can sit for the exam — 30 hours more than is required for a standard bachelor's degree. Bookkeeping or account clerk

positions do not require a degree, but people interested in this field should take some high school or college courses in basic accounting techniques.

#### Financial Aid

Grants, scholarships, loans, and work/study programs are available for post-secondary and private school students. For most of this aid, prospective students must submit a Free Application for Federal Student Aid, which is available from high school guidance offices and post-secondary financial aid offices. The Job Training Partnership Act is a federal program that will pay for training programs for people with low incomes as well as for dislocated workers. Contact the nearest office of the Department for Employment Services.



For information on federal student aid, call: (800) 4FEDAID

### FUTURE JOB OPPORTUNITIES

The accounting field is expected to grow about as fast as the average for all occupations through the

year 2010. CPAs and those with advanced degrees should have the best job prospects.

### WORK ENVIRONMENT

Accountants wear business attire, which consists of suits and ties, dresses, or skirts. A

well-groomed appearance is important.

### RESOURCES - HOW TO FIND OUT MORE

**BOOK:**  
 Inside The Minds: Leading Accountants  
 Lawrence Rieger, Editor

7249A Hanover Parkway  
 Greenbelt, Md 20770  
 (301) 474-6222  
 nabainc.org

**GENERAL:**  
 • American Institute Of Certified Public Accountants  
 1211 Avenue Of The Americas  
 New York, Ny  
 10036-8775  
 (888) 777-7077  
 www.aicpa.org

• American Society Of Women Accountants  
 1595 Spring Hill Rd. Suite 330  
 Vienna, Va 22182  
 (703) 506-3265  
 www.aswa.org

• National Association Of Black Accountants

**LOCAL:**  
 Career Counselor, Terri Parrish,  
 941-751-7900 Ext. 2018  
 parrishm@manateeschools.net

### YOU HAVE THE POWER

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### JOBS IN THIS FIELD

Job titles	Place of work	Kind of work	Average salary*
Auditor	Office or field location	Checks accounting records for accuracy and completeness, inspects entries, reviews procedures.	\$45,890
CPA	Office or field location	Provides various services including auditing, preparing financial statements, and tax work.	\$45,890
Bookkeeping clerk	Office	Makes day-to-day entries of business transactions, records and verifies data, maintains financial records.	\$26,950
Bank examiner	Office or field location	Checks accounting procedures and books at banks and other financial institutions.	\$45,890

\*Salaries may vary depending on region and experience. Sources: Chronicle Guidance Publications and Occupational Outlook Handbook.