



# Career Opportunity

## We're Looking For a Qualified Bookkeeper To Join Our Team

### Paragon Accounting Offers:

- Competitive Salary
- Creative, Progressive Work Environment
- Generous Vacation/Sick Policy
- Ongoing Training

### Searching For an Employee Who:

- Follows Company Procedures & Systems
- Presents a Neat, Professional Image
- Has Excellent Communication Skills
- Exhibits Speed & Accuracy on All Tasks
- Possesses High-Level Mathematical Ability



## Why Paragon Accounting & Tax Solutions, LLC?

We are a reputable company with over a decade of experience. We advance small businesses through a full range of unique tax and accounting services that meet their needs. Our company's revenues have been growing at over 35% per year which shows our success.

We're looking to add a qualified bookkeeper to join our team. If you want to contribute to a successful, growing company, please submit your application via this link:

[\*Link to Application\*](#)

After the Optimize Hire site opens, please select the **Bookkeeper (Woodstock, Georgia)** position from the Job Opening drop-down menu.

You must send a 45 second or less video cover letter to [hiring@paragonat.com](mailto:hiring@paragonat.com).

*ABSOLUTELY NO PHONE CALLS  
or DROP-INS.*

**Qualified candidates will be contacted  
after a resumé review.**

[paragonaccountingandtax.com](http://paragonaccountingandtax.com)