

# Job Description

## Directions:

Create a job description for one of the following types of accountants: public accountant, management accountant, government accountant, internal auditor, general ledger accountant, forensic accountant or international accountant.

1. Choose one of the accountant types listed above.
2. Visit a job search website such as Indeed.com or Monster.com.
3. Referring back to the accountant type you chose, search for accounting jobs in your area or in a city where you would like to live (e.g., forensic accountants in Houston, Texas).
4. Choose a job opening and read the job description, responsibilities and education requirements.
5. In one to two paragraphs, discuss some of the responsibilities and requirements in the job opening you chose. Discuss whether you have performed any of the responsibilities listed in the job opening while working or in everyday life.
6. If you have not had any similar experiences, choose two personality traits listed on the *Common Personality Traits/Skills of Accountants* slides and discuss when you have used these traits.