Sujet n°25

The Accounting Skills You Need For A Successful Career

The skills needed for a successful accounting career may not be what you think. Yes, spreadsheets[1] are vital, as is knowledge of Excel functions. But you need more than that if you want to stand out among the competition and get an accounting job – soft skills like communication and organization are critical as well.

5 Employers look for accounting candidates who can help them advance their businesses and meet their clients' needs. As a prospective accountant, you must demonstrate proficiency[2] in basic technical accounting skills. Every accountant should be up to date with the latest trends in the field, such as how cloud computing and blockchain technologies impact accounting. Knowing the ins and outs of accounting software is also crucial to your future as an accountant.

10 Technological advances continue to bring changes to the accounting field and you should be familiar with process automation, artificial intelligence and financial modeling software.

Anyone can learn the technical skills required to become a successful accountant. What's more difficult to teach, however, are the soft skills.

Forging strong working relationships with your colleagues and clients is as important as your

15 ability to perform complex financial analyses. Effective communication is essential to all business roles, accountant included. Accountants spend time in meetings with clients, stakeholders and fellow employees. They often need to communicate financial updates. Careful organization and effective time management are two other soft skills needed to become an accountant. As you juggle various spreadsheets, clients and reports, you must keep track

20 of your time and remain aware of strict deadlines to file taxes and reports.

Developing soft skills takes time and patience. Practice by incorporating them into your daily routines. You can also reach out to potential mentors in your field to work on them.

Adapted from *www.forbes.com* , August 31, 2022

1. a spreadsheet = *un tableur*
2. proficiency = expertise