

**Seeking: Assistant Controller**

- Large downtown law firm is seeking an Assistant Controller for our Accounting Department.
- Basic responsibilities include control of the accounting systems, supervision of a seven-person team, and assisting with the hiring and training of new employees.
- Qualified applicant should have eight years of accounting experience, as well as a minimum of two to three years in a supervisory position. Experience working in a law firm is desirable.
- Education requirements include an undergraduate degree in accounting. CPA is preferred.
- The successful candidate will have the necessary computer skills and be familiar with the most current **automated** financial systems.

To apply for this position, send a résumé and three letters of reference to:

Annabelle Smythe  
Forbes, Lawrence, and Ross  
187 Oakland Boulevard  
Detroit, MI 41084

**33. What kind of firm is hiring?**

- A. A computer company
- B. An accounting office
- C. An advertising agency
- D. A law firm

**34. Which of the following is NOT mentioned as a qualification?**

- A. Experience as a supervisor
- B. Familiarity with automated financial systems
- C. A law degree
- D. A degree in accounting

**35. What kind of applicant would be most attracted to this job?**

- A. A lawyer
- B. An accountant
- C. A computer science major
- D. A director of human resources