



10 things you need to know about ARB.

Curious about life at Albin, Randall & Bennett? Learn the ten things you need to know about living within a beautiful state and working at a refreshingly fun firm.

Take a closer look at your future with ARB...





**Albin
Randall
& Bennett**

ARB MISSION

To be the most sought-after public accounting and advisory firm in New England, with our team of savvy, innovative professionals serving successful businesses and families.



1. We want smart, happy people at ARB.

At ARB, we understand the importance of having a life outside the office. It serves you. It serves us. It serves our clients. Life experience, whether gained by engaging in the activities you love, interacting with your family, or diving into professional development, will make you smarter and happier. And we want smart, happy people at ARB.



2. We're not always at our desks.

You'll never be bored at ARB. Whether it's traveling to clients throughout New England or attending a national conference, we're often working away from our desks. On average, first-year accountants can expect about 3-4 weeks of overnight travel throughout the year, but many clients are right around the corner. As we say, when you get tired of being in the office, you'll hit the road, and when you get tired of traveling, you'll be in the office, where the atmosphere is relaxed and upbeat. We want you to dress casually, think critically, and question openly.



Our culture is relaxed, upbeat, & surprisingly fun.

3. We work hard, play hard, and try to stay healthy.

In this profession, we work hard, both in the office and traveling to meet with clients. Integrating work and time to relax is an important part of our culture. Don't be surprised if you find yourself at an afternoon Sea Dogs game, cruising the harbor at sunset, or walking to grab a lunchtime smoothie, compliments of ARB.

4. We have great benefits.

ARB is focused on its employees. We provide a generous retirement plan and other benefit plans. We also have lots of incentives that reward employees for their accomplishments. You'll work hard, and you'll get lots of time off for enjoying your life in the beautiful State of Maine.



5. We're consultants, not bean counters.

We're consultants, advisors, and recognized leaders, competing with national firms in a wide array of industries. And we want you involved from the get-go. During your first few years at ARB, you'll have opportunities to work in many of the industries we serve. You'll get experience in audit and tax, and you'll be able to work on special projects. As a seasoned accountant, you'll be able to choose between audit and tax and select the industries you enjoy and would like to specialize in, such as automotive, construction, credit union, manufacturing, or not-for-profit. Learn about our industry groups at www.arbcpa.com.

ARB CORE VALUES

- We are deeply invested in the success of our clients, team, and community.
- We respect our clients and each other.
- We act with integrity and credibility.
- We are committed to continuous learning and improvement.
- We value life-work integration.
- We hold ourselves to high expectations and accountability.
- We value an enjoyable work environment.
- We provide team-oriented client service.



CHRISTINA TAYLOR

Associate I

ARBer since 2020

"Upon my first meeting with ARB, I was immediately drawn to the friendly and fun atmosphere, and to the hands-on learning environment they foster. While finishing my coursework, I was invited to participate in ARB's Externship and even attended their Christmas party! These experiences gave me a closer look at life at ARB, which greatly increased my excitement to start my career here. It was obvious that ARB cares about their employees and strives to help them advance their professional careers, while supporting their family/personal goals. The staff trainings, open door policy, and my coworkers' genuine willingness to help has provided me with many opportunities to grow as a professional."

6. We never stop learning.

Continuous learning is one of our core values. The more you learn, the better ARB becomes, so we have a vested interest in your

training. We regularly exceed the minimum hours of continuing professional education required for CPA licensure. We also have an enhanced onboarding program with training programs to prepare you for industry-specific issues. Our training programs also keep our entire team in step with industry trends and legislative updates.



7. We're industry leaders and compete with national firms.

ARB maintains a community and employee-centered atmosphere, while continuing to grow and provide pivotal services to clients, from local businesses to major, multi-state and international corporations. Although our clients are primarily located in the Northeast, our industry expertise and our clients' growth have allowed ARB to take our services across the United States – and even as far as Japan. And that means you'll interact with business

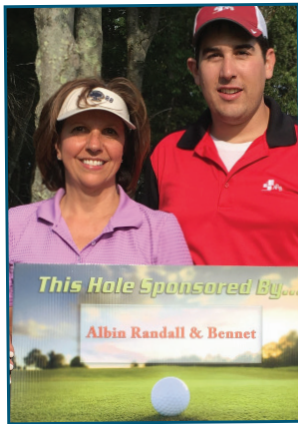


owners of companies with clients of all types and sizes. Because you will gain experience with audit, tax, and business operations in a variety of industries, you will be counted on to apply what you learn in one setting to what is needed in another. We're involved in national trade associations,

holding leadership positions within a variety of groups, including the AutoCPA Group and the CPA Advisory Council for the National Association of Surety Bond Producers. We are also a member firm of CPA America which provides ARB with a powerful information and problem solving membership to address a wide range of client needs. We also regularly attend and host industry trade events.

8. We give you freedom. If you have entrepreneurial spirit, you'll excel at ARB.

Our clients are leaders in their industries and expect us to think creatively about their businesses. We're often asked to participate in strategic initiatives for growing their companies, improving their operations, or helping with family dynamics.

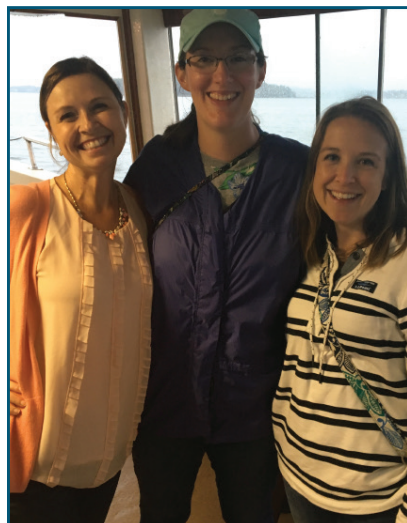


If you're looking for an opportunity to get involved in our clients' businesses and personal financial lives, ARB is right for you.

Team members play a role in making big changes at ARB; for example, team members at all levels helped design and implement our cutting-edge technological environment, which makes traveling and working remotely easier and more productive, fostering

growth and providing improved quality of life. It's good for ARB, it's good for our clients, and it's good for our team.

We are committed to thinking outside the box and involving team members at all levels to work in our business and on our business.



KEVIN HUDON

Senior Accountant
ARBer since 2014

"For me, it all started with an internship – an internship that led to being hired after graduation. Once I became a staff member, it became even more apparent how much ARB really values their employees. ARB genuinely wants their employees to succeed, both personally and professionally. Now, as a Senior, ARB continues to be a great place to work, and I am grateful for the opportunities to succeed. ARB allots a tremendous amount of resources to staff training, and the feedback given from the partners is invaluable – it's directly from the people that know what it takes to advance your career to the highest level, because they've done it themselves."

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AMY GARDELLA

Manager

ARBer since 2018

"During the interview process, it became clear that ARB had everything I was looking for; a personal feel, a great work/life balance, and opportunity for growth. The size of ARB is ideal; large enough that I am able to work with a variety of individuals across several industries, but small enough to actually get to know my co-workers. Since day one I have felt valued and supported by firm management and my co-workers. As a recently promoted manager, I am excited for the challenges ahead knowing I have the support and resources necessary to succeed in my new role."

9. We love our community and love to give back.

As a team-oriented culture, we take this value to heart. It means that together we work hard, but we also take the time to enjoy and support our communities. We have teamed up on a variety of charitable efforts by finding ways to rally support for community organizations, including



United Way

of Greater Portland, Good Shepherd Food Bank, Toys for Tots, hear ME now!, Boys & Girls Clubs of Southern Maine, and many more. Our Community Committee works hard to keep us active in our community by organizing charity and volunteer events through local nonprofits. Planting and composting at Boyd Street Urban Farm for Cultivating Community, helping our furry friends at the Animal Refuge League of

Greater Portland, lending a hand to the participants of a 5K for Girls on the Run... these are all things we take pride in being a part of at ARB. And we don't just get involved, we stay involved. Many of us are regular volunteers or board and committee members of local nonprofits. We want to be great at what we do, and we want to make a difference wherever we can!



10. You'll truly know your coworkers and their families.

From team lunches at the office and epic Yankee Swaps to summer BBQs and baseball games, we plan a variety of events throughout the year, so we know each other well and know each other's families. We enjoy getting to know our team members' hobbies, interests, and passions outside of the office.



BONUS:

We're officially a great place to work!

ARB has consistently been named among the Best Places to Work in Maine by the Society for Human Resource Management. We are very proud to be among the best, and we work harder each year to be even better.



**Best Places to
Work in ME**

2013-2020

The ARB Story.

ARB is growing! Since the year 2000, we've more than doubled in size. We've managed to grow in a way that allows us to provide our clients with hands-on expertise and exceptional service.

ARB is where many of our careers were born, and it's where they continue. Ask our employees what they think of their firm, their coworkers, their work, and their lives. You'll hear stories about choices. Choices that helped them find balance, explore opportunities, and experience freedom.



FAQ: What is ARB's onboarding process like?

Everyone who interviews with us wants to know: What is your onboarding process like? We understand that starting a new career begins with new experiences and learning opportunities from day one. That's why we have fine-tuned our onboarding process to provide an introduction to ARB that helps you navigate our internal processes, software, systems and most importantly, get to know our people! Prior to your first day, we mail you orientation materials to prepare you for your start date. From there, onboarding includes the following, and much more!

First Day

Your first day includes a full agenda! We kick it off with an office tour, a welcome luncheon to meet the ARB team, a meeting with our Managing Principal to learn about the past, present, and future of ARB, and a host of other activities to help you set career goals, get excited and involved in your career advancement path, and to welcome you to the firm.

First Week

You'll receive a daily training and orientation schedule that maps out the entire first week. You'll learn about software and document management systems, complete case studies and simulations and have time for self-reflection and team meetings with your coach to get all of your questions answered.

First Month & Year

Your training continues during your first month and year with ARB. You'll be scheduled on a variety of at-test and tax engagements in various industries, with a goal of teaching you the ARB way.

Your education continues with training courses designed to develop your knowledge of our profession and the industries we serve.

Let's talk about your career with ARB...

The quality of our people is more than ARB's greatest asset. It's our strongest selling point when attracting and retaining satisfied clients. We are always interested in meeting experienced accounting professionals, as well as those just beginning their accounting careers.

Let's discuss your career in public accounting and how ARB can participate in your future!



Check out our website at arbcpa.com.

