



Business Advisory Manager

AB Accounting Maclean

Maclean

Accounting, Financial Accounting & Reporting

Full Time

The organisation

Looking for a Seachange? AB Accounting Maclean is situated near the coastal towns of Yamba and Byron Bay. It is a sole director boutique firm that has been in business for over 50 years. We have long standing relationships with many local, national and international businesses and individuals. The industries in our client base include medical professionals, construction, primary producers, customs and freight forwarding, and hospitality. Our small cohesive team has an opportunity to work across all facets of accounting including tax, financial reporting and superannuation.

Job summary

This is a full time role and is an excellent opportunity for someone who is committed to putting the client first. The desired applicant will be responsible for delivering quality accounting outcomes including the preparation, review and analysis of financial statements and taxation requirements in accordance with workflow and client's needs. The role involves preparing and reviewing jobs covering all areas of financial reporting, taxation, accounting information systems, planning and decision-making by businesses and individuals, and providing advice on associated compliance and key performance indicators.

Key Responsibilities

The role includes, but is not limited to the following

- Preparation & Review of Financial Statements for all entity types, including Trusts, Companies, Partnerships, Self-Managed Superannuation Funds and Individuals
- Preparation & Review of Income Tax Returns for all entity types, including Trusts, Companies, Partnerships, Self-Managed Superannuation Funds and Individuals
- Liaising with clients after preparation of year end financial statements and income tax returns to discuss outcomes including kpi's
- End of Year profit projections, tax planning options and subsequent liaising with clients
- Review of Business Activity Statements and Instalment Activity statements for all entity types
- Review of payroll processing including supervision of STP compliance

- Review of Annual Payroll reconciliations and Finalisation of payroll under STP
- Review of Fringe Benefit Tax Returns, Taxable Payment Annual Reports and all other ATO lodgement obligations
- Assist with the preparation of cash flow forecasts, budgets and strategic plans for clients business, including performing financial analysis to support clients decision making in the business
- Provide accurate, timely and relevant recording, reporting, and analysis of financial information
- Supervision of professional and support staff
- Handle sensitive information in a confidential manner
- Introducing and maintaining accounting systems
- Constant review of our internal systems to ensure the best efficiency for our firm which in turn provides the best outcomes for our clients.
- Manage own time recording to client files
- Participate in weekly Team Gatherings involving training sessions including discussion, research & presentation

Essential Criteria

- Completion of an accredited Australian Accounting Degree
- CPA\CA qualified
- 5+ years experience in a previous accounting role
- Follows through and adheres to deadlines
- Outstanding problem solving abilities with exceptional attention to detail
- High-level written communication skills including ability to prepare correspondence for clients and third parties
- Demonstrated ability to maintain absolute confidentiality regarding client and practice information
- Excellent verbal communication skills with the ability to deal with clients in a professional manner
- Demonstrated organisational skills to multi task, work autonomously and with little supervision, prioritise work, take initiative, demonstrate flexibility and work under pressure (not very often) with adherence to deadlines
- Demonstrated ability of working with computers including Microsoft Office products and applications, internal database systems and experience with accounting software programs (Xero, MYOB etc)

Remuneration will be commensurate with qualifications and experience.

If you are interested in a SeaChange and working with a great team in a small office environment then please send your application to messages@abaccounting.com.au.