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Assistant Accountant

Private Advertiser

29 Jul 2019

Melbourne, CBD & Inner Suburbs

Excellent \$\$ for the right candidate!

Full Time

Accounting, Assistant Accountants

Assistant Accountant or

Graduate Accountant

We are a privately owned liquor wholesaler, with offices in Melbourne, Sydney & Adelaide. Widely recognised as Australia's on-premise distribution specialist.

We are looking for an exceptional **Graduate Accountant with 1-2 years experience**, to work closely with the Directors. You will be well supported by an exceptional Accountant where you will manage all day to day Accounting Functions for the business.

We are happy to consider both Industry professionals, as well as Accounting Firm candidates looking to make the transition to industry.

Key responsibilities include;

- Providing analytical support and financial reporting to the Directors and key business stakeholders
- Driving business improvement process through analysis of key profit drivers
- Developing business models designed to develop a culture of complete accountability across the business
- Liaising with internal stakeholders to determine reporting requirements
- Producing and maintaining weekly and monthly management reports and interpretation of results
- Developing insights through reporting and trend analysis
- Advanced skills in excel and cloud based accounting software systems (Xero, Quickbooks or MYOB)
- Partnering with leadership team to optimise business performance and capital allocation
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- Supervision of Intermediate Internal Accountant by managing, training and reviewing work performed

Key Selection Criteria:

- Relevant Tertiary Qualifications - undergraduate, post graduate or professional qualification
- **Desire to obtain CA or CPA or working towards**
- Excellent written and verbal communication skills, in addition to strong interpersonal skills to deal with senior stakeholders
- Strong detail orientation and highly accurate
- Excellent time management skills
- A positive , can-do attitude and ability to work autonomously within the team
- The ability to learn new concepts quickly and take ownership
- Demonstrated staff management/mentoring experience
- Experience in a medium size business

We thank you for your interest in the role and business and look forward to hearing from you.

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