

Client Services Manager / Intermediate Accountant

Key Success Factors:

- Relevant technical knowledge and skills
- High performer
- Ability to develop effective relationships with clients
- Highly developed problem solving skills

Reports to:

Senior Client Services Manager

Location:

Gosford

Salary Range:

Negotiable based on prior experience

Responsibilities:

- Carrying out assignments/projects to an agreed timetable and budget
- Establishing effective relationships with clients and team members
- Identifying client needs and opportunities to cross-sell services
- Develop deeper knowledge and skills
- Actively pursue self-development opportunities in line with Institute requirements

Key Performance Indicators:

- Client satisfaction
- Team satisfaction
- Meeting agreed timeframes, budgets and outcomes

Qualifications, Skills & Experience:

- Degree in accountancy
- Minimum of two years working as a qualified accountant within a professional firm
- Ability to coach younger team members
- Positive attitude
- Team player
- Strong communication skills
- Focused problem solver
- Working knowledge of current taxation legislation
- Ability to plan and prioritise work flow