

Junior Accountant – Accounting Practice

Part Time - 3 days per week

Initial 6 month contract with high potential to go permanent, based on performance

About us

Fehons has been providing accounting services to business and individuals since 1964, over 50 years!

Fehons is committed to provide the best service to our clients by being updated with the latest changes in accounting industry. At Fehons, we have constantly increased our use of technology to deliver high quality service levels to our clients all without losing that human interaction. We constantly strive to innovate, and as a result Fehons is at the forefront of the accounting services market, in sync with our clients' needs. We have a clear vision of having the client at the forefront. This includes providing sensible and appropriate taxation solutions, work completed on timely basis, access to senior staff and prompt replies to clients' queries.

Divisions

Fehons has 2 major divisions, **Fehons Services** and **Fehons Grow**. Fehons Services covers Tax and Compliance and Self-Managed Superannuation funds for businesses and individuals and Fehons Grow covers Business Growth and Cloud Accounting and Bookkeeping for established businesses and startups.

For the year 2017, Fehons Grow division is in the list of Hubdoc top 50 Cloud Accountants in Australia ([hubdoc 2017](#)).

Our Mission

Our mission is to provide solutions to our clients that are realistic and achievable, so there is confidence and a clear mind to run businesses and for individuals in making correct decisions. Our ultimate goal is for our clients to achieve "financial well-being". We want to drive our business as a "go to place". At Fehons we encourage a team work environment through a people orientated approach and team work, we do our work with enthusiasm and integrity, and we ensure we are an "A" grade business through continuous improvement.

Working environment



Principal: Michael Wilson CPA

Liability is limited by a scheme approved under Professional Standards Legislation

Our working environment includes a “paperless” office and a job flow management system to support our employees with their daily workflow. We provide extensive training in tax and online accounting latest trends. Monthly tax updates provided by Chartered Accountants.

About the position

We are seeking a junior accountant to work in both Fehons Services and Fehons Grow divisions to support our senior accountants and lead bookkeeper with their daily tasks. This is an ideal opportunity for a candidate who wants to grow in an accounting firm and learn from seniors. You will be responsible for:

- Completing Individual Tax Returns
- Entering data for monthly reconciliation for small clients
- Backing up our lead bookkeeper
- Supporting Operations and Workflow

Key attributes and skills

- Being able to work in an automated, digital environment
- Familiar with cloud-computing and cloud accounting
- Very good communication skills
- Ability to work in a team environment

Experience in (ideal):

Any cloud accounting software (MYOB, XERO or QuickBooks) (1+ years)

An accounting firm (1+ years)

Formal Qualification

Working towards an accounting qualification

Please email your resume and cover letter to Maria Tentzeraki, Fehons Grow and IT Coordinator, Fehons Accountants (NSW) Pty Ltd at maria@fehons.com.au or call (02) 9745 3977 for more information.

No Recruitment Agencies