

Intermediate Accountant

Build Your Career with AH Jackson & Co

Established 1945 | 5 Partners | 60 Team Members

A progressive Australian accounting firm built on excellence, integrity, and long-term relationships.

Welcome to AH Jackson & Co

For over 80 years, AH Jackson & Co has provided trusted accounting, taxation, audit and advisory services to Australian individuals and businesses.

With five partners and a team of 60 professionals across Tax, SMSF, Audit and Bookkeeping divisions, we offer the structure and expertise of a well-established firm — while maintaining a supportive, team-focused culture.

We are proud of our history, our client relationships, and the strong professional environment we have built.

Why Join AH Jackson & Co?

We are a firm that values performance, ownership and growth — both for our clients and our people. At AH Jackson & Co, you will:

- Develop strong technical expertise in Australian tax and compliance
- Build meaningful client relationships
- Gain exposure to diverse industries and business structures
- Work within a structured yet supportive environment
- Be part of a team that values accountability and collaboration

THE OPPORTUNITY

We are seeking an **Intermediate Accountant** who is building strong technical capability and is motivated to continue developing their accounting career within a structured professional environment. Intermediate Accountants form the core delivery team within the firm. They are responsible for preparing high-quality compliance work while continuing to build technical knowledge and efficiency.

You will work within the following team structure:

- 2 Partners
- 1 Senior Manager
- 2 Assistant Managers
- 3 Senior Accountants

- 8 Accountants
- 2 Administration Assistants

This structure provides clear reporting lines, mentoring support and opportunities for progression.

Character & Personal Attributes We Value

Technical skills matter — but character matters more.

We are looking for someone who:

- Is willing to learn and grow professionally
- Is respectful to colleagues and clients
- Is positive, motivated and brings good energy to the workplace
- Is genuine, honest and trustworthy
- Enjoys a good laugh and contributes to a healthy team culture
- Does not carry a large ego
- Learns from mistakes and does not repeat them
- Understands that mistakes are acceptable — not learning from them is not
- Is open to feedback and keeps an open mind
- Has a strong work ethic
- Wants to work collaboratively in a meaningful team environment
- Does not engage in negative behaviour or speak behind others' backs
- Is confident enough to assert opinions while recognising they may not always be right
- Asks questions when unsure
- Takes initiative to improve systems and processes
- Can align with the team and does not take themselves too seriously

We value maturity, humility and accountability.

Qualifications & Experience

We are seeking candidates who meet the following criteria:

- Bachelor's degree in Accounting, Commerce, Finance, or equivalent qualification
- Currently undertaking or intending to undertake the CA or CPA program
- Approximately **2–4 years' experience in public practice**

This role suits an accountant developing strong technical capability while progressing toward professional accreditation.

WHAT WE EXPECT FROM OUR TEAM

We believe clarity drives performance. Our expectations are transparent and measurable.

Performance Standards

- **75% chargeable time target**
- Preparation of approximately:
 - 150–180 tax returns annually
 - 10–20 BAS per quarter
- Information requests issued monthly for allocated tax returns
- Activity Statements, TPAR, STP Finalisations and Superannuation obligations emailed to clients at least two weeks before due date

Job Management & Professional Standards

We expect strong organisational and communication skills, including:

- Communicating job priorities with Managers and Senior Accountants
- Taking ownership and responsibility for allocated work
- Managing and updating job lists
- Following firm workpapers and reference systems
- Using checklists and procedures for quality control
- Producing clear and organised workpapers
- Drafting professional client emails using firm templates
- Completing research and presenting solution options
- Working independently while knowing when to seek assistance
- Understanding deadlines and communicating delays proactively
- Demonstrating strong client service standards

Professional pride in the quality of work is essential.

Technical Experience & Capability

Candidates should have experience or understanding in the following areas:

- Preparation of Business Activity Statements
- Preparation of tax returns for individuals, trusts, companies and partnerships
- Preparation of financial statements
- Preparation of tax reconciliation workpapers
- Depreciation schedules
- GST reconciliations
- Rental property schedules
- Basic Capital Gains Tax calculations

Software Experience

Experience with the following systems would be beneficial:

- MYOB AE
- Knowledge Shop
- CCH CGT Reports
- Xero
- MYOB Online / Essentials
- Microsoft Outlook
- Microsoft Excel

WHAT AH JACKSON CAN OFFER

Professional Development

- CA or CPA course fees paid upon successful completion
- CA membership fees paid for full and provisional members
- Two days paid study leave
- Monthly Tax Banter training sessions
- Quarterly development meetings with Managers and Partners

Incentives & Benefits

- Client Growth Incentive Program — 1/3 of 12 months' billings for new clients
- Annual Challenge with wage bonuses based on lodgement and fee targets
- Birthday leave after five years
- Additional annual leave after five years

Culture & Wellbeing

- Work from home up to two days per week after probation
- Finish at 4:00pm every Friday
- Christmas, Melbourne Cup and quarterly team events
- PerkBox employee benefits program
- Three-screen workstation setups and sit-stand desks
- Subsidised gym membership
- Mental Health EAP Program

Our Core Values

Everything we do is built around:

- Outstanding Service
- Family
- Having Fun

If our values align with yours and you're looking for a long-term role in a supportive, high-performing firm, we'd love to hear from you.