

About the company:

Established in 1991, ALTIOS International is a leading firm focused on global expansion and cross-border investment services for SMEs and middle-market companies. Today Altios owns 25 offices in 18 countries gathering more than 200 employees and is present across more than 80 countries. Since 1991, more than 5,000 companies have turned to Altios for assistance in their most complex strategies for international development.

Altios Australia is located in the vibrant North Sydney neighbourhood near the train station.

Job Description:

We are looking for a polyvalent **Team Supervisor** with 2 to 4 years of experience in accounting, payroll and taxes to join our Corporate Services team in Sydney. You will be part of a multi-cultural team and deal with international clients and companies. Your role will be to supervise junior and intermediate accountants and bookkeepers in their operational daily tasks under the management of the Head of Corporate Services. You will also take part to the development of the team in terms of processes, tools and management. This is a very polyvalent position far from the typical "Accountant" position. You will perform very diversified tasks as we position ourselves as a "Subsidiary Management" Team and not only "Accountants". There is also much room to grow within this position, take on more responsibilities and develop new areas of expertise.

This is a full-time permanent position (38h / week).

You will assist the Head of Corporate Services in the operational management of the team:

- Supervision of a team of 6 accountants and bookkeepers
- First point of contact for accounting, taxes and payroll questions from the team
- Review of monthly financial reports, taxes, and payroll prepared by the team
- Preparation and supervision of higher-level accounting/payroll/taxes duties
- Development of internal accounting processes and tools to improve efficiency
- Support to the head of corporate services in the day-to-day client relationship
- Assistance in the creation of new subsidiaries and onboarding of new clients
- Training, recruitment and review of staff

Skills and requirements:

- Minimum 2 to 4 years of experience in accounting, taxes and payroll in a multiple-client environment like public practice, consulting or bookkeeping practice
- Minimum 1 to 2 years of local experience in Australia
- Good command of Xero, Excel and other accounting tools is essential
- Willingness to take initiatives and suggest solutions
- Excellent communication skills in French and English
- Understanding and experience within an international business environment
- Proactive and autonomous state of mind
- Ability to work under time pressure and respect multiple deadlines
- Attention to detail and accuracy
- IT literacy required
- BAS Agent or CA/CPA partially or fully qualified
- Available as soon as possible

Salary Range: Negotiable depending on experience and profile with additional bonuses and perks.

Applications: Please email m.guillaumie@altios.com with your CV and cover letter.