

# Undergraduate

- **Undergraduate Opportunity in Hills District**
- **Professional Development + Career Opportunities**

MTWO is a private chartered accounting and financial planning firm with two offices located in the heart of the Hills district. Due to growth and succession a unique opportunity exists for an enthusiastic Undergraduate who will thrive in a busy working environment gaining hands on experience.

Based in Baulkham Hills the Undergraduate will work closely with the partners of the firm to build and develop business relations. In return, you will be rewarded with professional development and career progression. Your willingness to learn providing exceptional customer service will see you succeed in delivering services for your clients.

The position will be responsible for :

- Preparation of financial statements and tax returns for individuals and small private businesses
- Preparation of business activity statements
- Assisting with research and advice to clients in a professional manner
- Ensuring compliance for GST and FBT

To be successful in the position, you will be working towards completing formal tertiary qualification in Accounting or similar. You will possess strong interpersonal skills with a willingness to learn, combined with some demonstrated experience in

- Min 2yrs experience in Accounting practices in a business services environment
- Exceptional commercial acumen with the ability to work autonomously
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Applicants must have the right to work in Australia

Interested candidate are encouraged to apply by forwarding a copy of your resume and cover letter to [enquiries@mtwo.net.au](mailto:enquiries@mtwo.net.au) or contact Monica Tatton on 9686 8166 for a confidential discussion.