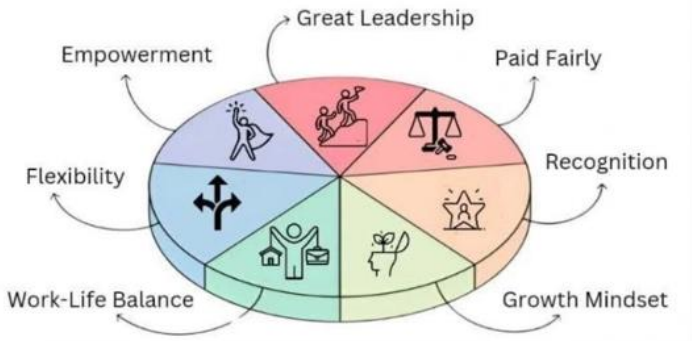
M G ARTHUR & ASSOCIATES

Chartered Accountants | Tax and Business Advisors

Business Services Manager

Position Title	Business Services Manager
Employment Type	Full Time
Salary	$140k – $160k Package + Performance Based bonus
Location	Norwest, Sydney
Commencement	Immediate Start
Reviewed By	Managing Partner & People and Culture Manager



Join us and Complete your Pie

About M G Arthur & Associates

M G Arthur & Associates is an award-winning accounting firm in Norwest. Our advisors specialise in business advisory, accounting & tax and SMSF for HNW individuals and SMEs. Our culture is built on integrity, respect, teamwork and continuous improvement. Leadership is recognised at every level, and we make time for regular team activities and flexibility.

Adaptation to change and technology is at the forefront of our way of doing business — we are actively advanced in using AI as an emerging source of skill and knowledge to help us produce better results for our clients and people.

Careers Thrive Here !!

Position

Lead your team, own your client portfolio and work side by side with the Partners, with a clear pathway to Partnership.

Reporting Relationships

Reports to Managing Partner

Stakeholders

- Partners
- Sydney Accounting & Admin Team
- Overseas Accounting & Admin Team
- Clients
- Third party external providers

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M G ARTHUR & ASSOCIATES

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What You Will Get

- **Independence to run your portfolio and lead your team.** You are the key contact for your clients, and you lead your own team of intermediate and graduate accountants. We back your judgement.
- **Supportive team, smart tech, real growth.** Work with collaborative people in an AI-driven firm, with ongoing tax CPDs to keep you sharp.
- **A clear pathway to Partnership, with mentoring from the top.** You report directly to our Managing Partner, who mentors you as you build towards Partnership.

What You Will Do

- **Own your client relationships and advise.** Manage your portfolio as the clients' go-to person, and provide tax planning, structuring and business advisory services.
- **Review and sign off quality work.** This covers financial statements, income tax and FBT returns, activity statements, STP finalisation, loan summaries and SMSF work. Your clients include corporates, HNW individuals, trusts, companies, partnerships and individuals.
- **Lead, coach and grow your team.** Manage workflow, WIP, budgets and lodgement deadlines across the Sydney and Overseas teams. Support the Partners with business development, process improvement and practice growth.

What You Will Bring

- 6+ years in Australian public practice, including 2–3 years leading a team and managing your own client portfolio. CA / CPA qualified.
- Strong, hands-on Australian tax knowledge: personal and small business tax, CGT, trusts, companies, SMSF and GST. You also know Xero, XPM and Xero Tax, and are Xero and Xero Payroll certified.
- A passion for tax and client service, with excellent communication, strong problem-solving and high attention to detail.

Sound like you? If your experience matches what we've described and you're ready to lead and grow towards Partnership with us, apply today. Check us out further on www.mgarthur.com.au & https://www.linkedin.com/company/m-g-arthur-&-associates

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