



Tax Adviser

Knowledge Shop



Tax Adviser **About the role**

Thanks for taking the time to look more closely at what Knowledge Shop does and the role available.

The Tax Adviser role is an excellent opportunity for an experienced practitioner who wants to extend their skills and experience. In this role, you will expand your technical knowledge at a faster rate than with almost any other employer in the market.

Knowledge Shop is the advisers' adviser working with thousands of accounting and advice professionals every day to help them resolve and clarify the issues they face working with clients. Our tax advisers are their support system providing timely knowledge and guidance.

Plus, we offer the right candidate an opportunity to develop their skills beyond technical support (if they choose):

- Technical education - presenting, conceptualising and developing technical education programs
- Technical writing - translate important technical information into relatable and meaningful written guidance in blogs, technical updates and news.

Minimum requirements **The right candidate**

If you are the person other people come to when they have a tax issue that they can't resolve or need assistance with to get the right result, then this role is right for you.

As a minimum, you must have:

- Manager level experience within an Australian public accounting practice
- Tax advice experience, which means that you know how to comprehend, interpret and apply tax legislation, ATO rulings and other guidance material
- A relevant post graduate qualification (CA/ CPA/ Masters in Taxation)
- Current membership of CPA Australia, CAANZ, or TTI
- Excellent written and verbal communication skills

Our ideal candidate is practical, knowledgeable and able to translate technical and legislative concepts into everyday language. Our role is to assist other accounting firms - through our tools, training and knowledge – to get the right result for their clients in the most efficient way.

Knowledge Shop helps resolve the issues the profession face in their technical work, pre-empts their needs when change occurs, and provides practical guidance.

Please email applications to:

Lisa Armstrong

Managing Director, Knowledge Shop

e careers@knowledgeshop.com.au

t 1300 378 950

The role in detail

Working with a team of talented and highly qualified professionals, you will further develop your technical tax skills acting as the 'adviser's adviser', providing timely answers to a broad array of technical issues and questions. As we only provide practical guidance, business services and tax advice experience in public practice at a managerial level is essential.

In addition, your excellent communication skills and practical knowledge will enable you to contribute to the development of our extensive published knowledge base of resources.

Plus, where applicable, your exceptional verbal skills will enable us to train you as a presenter for our workshops and training programs.

Specifically, the role of Tax Adviser involves:

Fulfilling Knowledge Shop's 'Adviser's adviser' help desk service:

- Deliver an average of 24 or more answers to technical questions per day (average may vary depending on other assignments allocated);
- Provide answers within an average turnaround time of 24-48 hours;
- Build a rapport with and provide an excellent service standard to our members;
- Seek assistance from your colleagues within the team when an issue is outside of your experience and knowledge. We work collegiately to reduce risk and ensure that our members get the answers they need.

Developing and delivering education programs:

- As part of the team, contribute to the direction and development of commercially viable technical education programs;
- Where assigned, develop education programs and associated materials;
- If suitable (and willing), upskill to deliver technical education programs;
 - Achieve a minimum benchmark of 4 out of 5 for technical education programs presented.

Contributing to the Knowledge base:

The knowledge base is a maintained, online repository of technical standards, procedures, standard letters and workpapers.

- Contribute your knowledge and ideas to the development of the Knowledge Shop's base of resources;
- Undertake reviews and update existing materials advising not only what change is required, but identify where improvements can be made to the usability of the material;
- Complete materials, reviews, and updates within allocated deadlines and to a professional commercial quality.

Work as a member of the Knowledge Shop team and our broader community of professionals.

You will have access to a broad range of technical support resources and also tax professionals within Knowledge Shop, the Count group, and our associated networks. They will assist you settle into your role and also provide a broader professional peer group.

Salary and remuneration

Salaries are commensurate with experience and your ability to contribute to the development of the company.

Reporting structure

For practical purposes, the Tax Adviser roles report to our Tax Director, Michael Carruthers.

As a company however, we have a relatively flat structure and avoid hierarchies. We promote and look for a strong team structure recognising everyone's importance and contribution. We hire great people who are experienced at what they do.

This is a role where your contribution as a technical professional and your ability to apply that knowledge in practical and meaningful ways is paramount (not your timesheet).

Working conditions

Our preference is for full-time advisers but we will consider part-time for the right candidate.

Knowledge Shop is based in the Sydney CBD and has an office in Melbourne. For full-time team members, we generally work three days per week in the office and two from home (part time pro rata).

Geography is not necessarily an impediment. We have staff working fully remotely and will consider remote working for the right candidates.

About Knowledge Shop

Knowledge Shop is Australia's leading resource service for professional accountants and advisers specialising in professional services (tax, accounting, consulting, practice management, superannuation, etc.). We go beyond theory and provide practical and useable services that accountants and advisers can immediately utilise in their practice.

We do this for thousands of firms across Australia (and tens of thousands of team members) with top quality services, products, training and resources.

The [Knowledge Shop membership](#) service is our primary service to the accounting profession.

- A help desk managing technical, practice management, and business consulting queries
- Our knowledge base of standards, working papers, and precedents
- Professional development events (once every quarter)
- Technical news and updates
- Client newsletters and updates

See [knowledgeshop.com.au](https://www.knowledgeshop.com.au)

Knowledge Shop is a wholly owned subsidiary of Count Limited (ASX CUP) and is one of Count's services companies to the accounting and financial advice profession. Our sister companies include:

- [Accurium](#) – Australia's leading actuarial certificate provider and SMSF specialist.
- [TaxBanter](#) – Australia's leading learning & development provider to accounting firms.
- [Priority Network](#) – technology support and strategy for growing businesses.