

## Accounting Career Opportunity

June 2020

### To the student

Thank you for considering Bizgro as your next step to a career in accounting and consulting.

### Our strengths

Charmaine and I founded Bizgro in Gosford, NSW. Six months later, we returned to Toowoomba to commence business here in November 2002.

We are lucky to have a fantastic team. Charmaine, an award-winning CPA (Certified Practising Accountant), heads up our production team of five. She has extensive experience and gained outstanding academic achievements throughout her professional life. However, it is thanks to the whole team that Bizgro can service over 90 clients each month.

These clients come from a broad range of industries, which we break up in the following way:

- Health & Medical
- Legal & Insurance
- Education & Not-for-profit
- Rural
- Vehicle & Transport
- Building & Property
- Business to Business
- Retail & Personal

We have serviced a diverse and exciting range of clients, such as the following:

- Magician travelling Australia
- Skydiving business
- Photographer of the Prime Minister
- Sunfresh Linen (Brisbane & Melbourne)
- Several school P&C or P&F committees
- Global client serving some Toowoomba schools

### What we do

Bizgro meets the strict qualifications of registration with CPA Australia as a public practice and the Tax Practitioners Board as a registered tax agent. These qualifications enable us to publicly provide accountancy services which include BAS and tax preparation and lodgement services.

Currently, we are focusing on bookkeeping rather than preparing and lodging tax returns. However, we also offer consultancy services to some large clients that operate in Australia's capital cities.

### The future of Bizgro

COVID-19 has changed the landscape of business. Fortunately, we have been unaffected by it. At the same

time, there is a demand for increased certainty and productivity in organisations. As a result, our five-year plan will add **management consulting** services, [www.bizgro.co](http://www.bizgro.co) from our Brisbane office.

### The opportunity

We are providing a **part-time/full-time career opportunity** for two students to join our team once they finish school. Before their graduation, we wish to employ a successful applicant for 1-2 afternoons per week. For students in year 10 or 11, we may offer a traineeship.

### The selection criteria

We prefer enthusiasm over experience, and over the last 18 years, we've trained around 20 staff who were relatively new to accounting but displayed a great willingness to learn and an attention to detail. They are now living all over Australia, pursuing careers and successfully balancing work and family life.

One of our staff members, who started when she finished year 12, is still with us 15 years later! Another left school after year 10 and completed her diploma of accounting by the time her friends had finished year 12.

We are seeking the following requirements:

Study requirements:

- Studying general business or accounting related subjects at school
- Prepared to complete related study at TAFE or university
- **Enthusiastic** about pursuing a **career in accounting services**

Work requirements:

- Can make a **three-year verbal commitment** to Bizgro
- Prepared to **take ownership** of and **be accountable** for their tasks
- Able to **respond positively** to instruction and correction

### What next?

1. Email your resume to [stephen@bizgro.com.au](mailto:stephen@bizgro.com.au)
2. **Call 0448 747 080** to schedule an interview
3. Browse our website, [www.bizgro.com.au](http://www.bizgro.com.au)

Yours faithfully,



Stephen Bazley  
Business Development Manager, Bizgro Pty Ltd