



Accountant

At Strata Sense, our *why* is simple: provide exceptional strata management services to both residential and commercial clients, delivering expertise and quality that sets us a level above. We're more than just managers—we're dedicated to enabling communities that our clients can be proud of. Our dedicated accountants play a crucial role in this journey, providing financial insights and support that empower our strata managers.

Our mission?

To create an extraordinary client experience while cultivating a workplace where innovation, collaboration and operational excellence thrive.

We're not your average strata management business. At Strata Sense, you'll find a hybrid work environment, exciting growth opportunities, and a team that's as values driven as it is ambitious.

About the role

The primary purpose of the accountant role in Strata Management is to ensure the financial health and efficiency of our clients' strata schemes. You will be responsible for managing budgets, preparing financial statements, and providing insightful financial analysis to support informed decision-making. You will collaborate closely with strata managers, offering expert advice and support on financial matters, ensuring compliance with all relevant regulations, and contributing to the overall success and sustainability of the strata communities we serve. Your meticulous attention to detail and commitment to delivering timely and accurate financial services will be key to maintaining the trust and satisfaction of our clients.

What you will be doing?

- Putting clients' interests first and providing responsive professional service.
- Monitor the accounts inbox throughout the day and assign relevant work to relevant team members, ensuring emails are acknowledged within the same business day.
- Maintain and/or oversee that all daily/routine accounting tasks are completed in an accurate and timely manner.
- Provide prompt billing of strata levies, miscellaneous client invoices, additional debtor collection and debt recovery of outstanding levies.
- Provide timely processing of accounts payable functions
- Manage client investment accounts through the term deposit platform.
- Assist with Client Quarterly Reporting, coordinating with other accountants.
- Assist with timely completion of BAS and Income Tax Returns.
- Accurate entry of opening balances.

Here's what you will bring to the table:

Required

- Bachelor's degree in accounting, Business, or a related field, or equivalent experience.
- 3+ years of accounting work experience in a finance function
- Intermediate to advanced level of Microsoft Office skills
- Excellent verbal and written communication skills to liaise with internal teams, clients, suppliers, and building managers.
- Preferred CPA or CA certification (or working towards) would be highly regarded.
- Familiarity with the unique financial aspects of strata management, including budgeting, levy collection, and reconciliation of trust accounts.
- Knowledge of the relevant legislation and compliance requirements specific to strata operations.

Why you will love working with us!

- Competitive Salary – Enjoy a salary that reflects your skills and experience.
- Hybrid Work Flexibility – Balance working from home with time spent in our dynamic office environment.
- Monthly Team Socials – Participate in fun team-building activities to connect and unwind.
- Growth Opportunities – Join a rapidly scaling company with plenty of room to advance your career.
- Work with Industry Leaders – Collaborate with top professionals in Strata Management and learn from the best.
- Vibrant Team Culture – Be part of a collaborative, supportive team that celebrates successes and strives for excellence.

Ready to Join the Fun?

If this sounds like your next role, we'd love to hear from you. Send your resume and a short cover letter to jane.escobar@stratasense.com.au and let's chat about how you can make a difference at Strata Sense.