



Graduates Program

Building a strong career starts with building a strong foundation.

Why?

Starting your career with the UBTA Graduates Program gives you access to training, knowledge and contacts that you would not find elsewhere.

This plan addresses financial and accounting acumen alongside client handling skills and understanding data driven insights. Together, these will help you move up the value curve to becoming a trusted business advisor.

Give yourself an advantage and start your career as a UBTA Graduate.



What?

The UBTA Graduates Program is a new opportunity for a select number of OSG students who want to pursue a career in business and problem solving.

The program provides a unique start to any career, providing the right skills and theoretical based learning modules to equip you with the experience you need to succeed in your career.

As an associate accountant you will have:

- A professional development plan
- Access to approved courses
- Study support
- A non-technical development plan
- A mentor
- Regular reviews and support
- Potential client contact
- Access to LinkedIn Learning and UBT's Online Business Coaching
- Access to senior Community trusted advisers – a unique offering

About

UBTA is the Community's accounting practice of choice.

Our skilled team of over 40 people are focussed on understanding our customers. We employ and develop great talent to ensure we're providing the latest best practice advice.

We're looking for OSG students who are ready and willing to kick start their career being curious about our customers, able to listen deeply, and who are determined to find solutions. Over time, you will develop your confidence and knowledge to continue our tradition of providing a value-add business advisory experience.

What we're looking for

You will be highly motivated, a problem solver, great communicator and have exceptional attention to detail.

But we want more.

You'll also be a team player yet able to work on your own and be accountable.

All of this, alongside a non-negotiable attitude for confidentiality and data protection.

What we can give you

- Structured training plan
- Professional and personal development
- Access to UBT training programs and teams
- Access to Community trusted advisers and mentors
- Working as part of a dynamic team
- A stellar kick start to your well-deserved career

How It Works

The UBT Graduates Program is structured around three key stages, over three years.

Timing depends on how quickly candidates step through each stage. Each stage includes training, assessment, mentoring and hands on practical applications, as well as formal tertiary accounting training.

Stage One

- Structured work ethic
- Basic accounting
- Communication and organisation
- Accurate and timely data entry / processing
- Using templates to draft basic accounts to review level
- Draft basic BAS and tax returns for businesses

Stage Two

- Draft business accounts
- Monthly reporting preparation
- Client contact on reporting
- Potential assignments in a Community business
- Participate in UBT Business Consulting sessions
- Preparation of BAS and taxation returns

Stage Three

- Assist running client meetings
- Complex business reporting
- Analysis of accounts
- Assist and support client's accounting team
- Assist Manager in practice management issues
- Review internal work (peer review)
- Assist manager in research on complex taxation matters



Q&A

1. What are we looking for in a Graduate?

We're looking for school leavers who are sharp as knives and keen as mustard, who want to be team players, are great communicators and passionate about making a difference.

2. How do I apply?

Please apply via the Career Pathway Portal. You will need to submit a CV and a cover letter too. There are useful courses to help you create a compelling application – good luck!

3. What's the interview process?

We'll be in touch after you submit your application. If you progress, there will be a face to face interview where we find out

more about you, and you find out more about us. The next step is psychometric testing which focuses on 'personality fit' and then a final conversation to cover off any questions which haven't been addressed in the process so far.

4. How long does the program last?

The length of time it takes to complete the program depends on how quickly the stages are successfully achieved. Usually we see each stage taking about a year.

5. What happens next?

You will be equipped with a strong foundation in accounting and business. You can choose to continue your career working with clients at UBTA, join another business, or you could start your own business. The options are endless!

6. What qualifications will I end up with?

There are several educational streams available dependent on the desired area of study. Typically, this would be at the minimum, an Advanced Diploma in Accounting and academic qualifications to become an Australian Registered Tax Agent.

7. Can I talk to others who have been through the program?

Certainly. We have a number of staff members who have joined the program previously. If you would like to speak to one of them, get in touch.

8. I want to spend a year in my family's business, but can I apply after that?

Yes, however there is no guarantee of future placements and you will be competing with school leavers of following years.