

## Employee Bookkeeper Vs Bookkeeping Business Video

References for information contained in Employee Bookkeeper Vs Bookkeeping Business:  
Data is current as of September 2019

1. Average salary in Australia for employee bookkeeper according to Seek \$62,830
  - a. <https://www.seek.com.au/career-advice/article/a-guide-to-salaries-in-your-industry>
2. Super, Payroll Tax, Worksafe, Long Service Leave = More than 10%
  - a. For purposes of our video, we have underestimated based on annual salary
3. Overheads
  - a. Office Space = Min office space per employee is 10 sqm  
<https://www.realcommercial.com.au/news/much-office-space-business-need>. Average cost of rental alone per sqm in Australia = \$593.73  
<https://www.commercialrealestate.com.au/advice/how-much-does-it-cost-to-rent-office-space-57245/>.  $\$593.73 * 10 = \$5,937.30 + 30\%$  overheads such as insurance, electricity, body corporate, internet, \$1,781
  - b. Desk and Chair: \$1,000
  - c. Computer and Equipment: \$3,000
  - d. Stationery and Office Supplies: \$500.00
  - e. Telephone: \$960
  - f. Software Subscriptions: \$1,200
  - g. Staff Amenities: Christmas party, coffee, tea, toilet paper, tissues, milk etc. \$2,622
4. Employee Turnover = 6-9 months average salary: Calculated at \$40,000 (8 months =  $0.66 * 60,000$ ) not including Super, Payroll Tax, Worksafe  
<https://www.peoplekeep.com/blog/bid/312123/employee-retention-the-real-cost-of-losing-an-employee>
5. Overtime: Calculated at only 1.6 hours per week on average. (Normal hourly rate  $\$30.36 * 1.5 = \$45.55 * 1.6 * 46$  weeks per year = \$2,800)
6. Bookkeeper Errors: As a bookkeeping business, we have seen many bookkeeper errors and across our client books, can conservatively estimate the cost to fix those errors is in excess of \$10,000 per client. One example of this was an in-house bookkeeper that had included superannuation on overtime for over 50 employees over a 5 year period. These employees were in building and construction and the cost to the business was almost \$100,000.
7. Education and CPE: Certificate IV \$2,550 ([www.myskills.gov.au](http://www.myskills.gov.au) > courses > details). HR management cost to oversee HR and Payroll decisions: \$3,600 (Employsure cost for less than 10 employees)
8. Average incident of Bookkeeper fraud in Australia: 'Mission Dollar Employee Fraud in Australia' Brett Warfield, Partner, Warfield & Associates, 2012
9. Average cost of an External BAS agent = \$19,000 - \$35,000. This depends on the amount of work required and transactional size of business. Prices based on our chargeout fixed fees for full time equivalent replacement of employee bookkeeper.  
Bookkeeping Relief Pty Ltd 2019