



**Universal Building Enterprises Pty Ltd**

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**Building and construction professionals**

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To whom it may Concern

Re: Testimonial for Mr Bob Lewis.

As the director of a mid-tier commercial construction company, I have great pleasure in submitting this testimonial for Mr Bob Lewis of Accountable Bookkeeping (Vic) Pty/Ltd

Universal Building Enterprises Pty/Ltd (Trading as UBE) has engaged the services of Mr Bob Lewis since October 2010. The initial job description included but was not limited to:

1. Quarterly BAS and IAS preparation and lodgement.
2. Payroll including superannuation, Employee entitlement disbursements and
3. Job tracking and reporting.

Evidently Mr Bob Lewis has introduced beneficial systems within our company to streamline

4. Data entry
5. Record filing and
6. Cash flow management.

Mr Bob Lewis has a wealth of knowledge in these areas. His ability to see the "Bigger" company picture whilst still paying attention to detail on the relevant smaller items of importance is a trait rarely seen today in Bookkeeping.

Mr Bob Lewis is a professional at his job. The fact that he has and still does manage his own independent businesses is comforting to me as a business owner. Mr Bob Lewis through his many years of experience has the ability to identify areas where business can save money. Examples include. Communications, insurances and utilities.

I have no reservations in my dealings with Mr Bob Lewis and I am certain that his knowledge and experience would benefit businesses of all sizes.

Should you require further information, I can be contacted on 0419 622 213

Ben Selby-Hele

Director

Universal Building Enterprises Pty Ltd