

Accounting Technician - super opportunity for progression

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Company: Vanrath

Location: United Kingdom

Category: office-and-administrative-support

Job Description

VANRATH are proud to represent this a highly successful and established accounting practice in Co Down, dedicated to providing exceptional accounting services to their longstanding clients. With a reputation for excellence and a commitment to fostering a flexible and relaxed working environment, the firm offers an enriching and supportive workplace where individuals can thrive.

The team are looking for a skilled and proficient Accounting Technician to contribute to the success of their practice by providing comprehensive accounting support services. The ideal candidate will have a strong background in bookkeeping, payroll, VAT, bank reconciliation, and the preparation of full sets of accounts. This role offers the opportunity to work in a lovely and relaxed environment with ample opportunities for career progression for the right individual.

What you will do

Perform day-to-day bookkeeping tasks, including recording financial transactions, maintaining general ledgers, and reconciling accounts.

Process payroll accurately and in a timely manner, ensuring compliance with relevant regulations and tax requirements.

Manage VAT processes, including preparation, submission, and reconciliation of VAT returns.

Conduct bank reconciliations to ensure accuracy and completeness of financial records.

Prepare and produce full sets of accounts for clients, including income statements, balance sheets, and cash flow statements.

Assist with the preparation of financial reports and statements for management and client review.

What you will have

Proven experience working in a similar role, preferably within a practice environment.

Proficiency in bookkeeping, payroll processing, VAT, bank reconciliation, and the preparation of full sets of accounts.

Strong attention to detail and accuracy in data entry and financial reporting.

Excellent organisational and time management skills, with the ability to prioritise tasks and meet deadlines.

Proficiency in accounting software and Microsoft Office suite.

Strong communication and interpersonal skills, with the ability to work effectively in a team environment.

Commitment to maintaining professionalism and confidentiality in all aspects of work.

What's in it for you

Competitive salary and benefits package

Generous Holidays

Supportive and collaborative work environment that promotes work-life balance Clear

Career progression.

Car parking

If you are passionate about delivering exceptional client service and making a meaningful impact, we encourage you to apply.

What's the next step?

If you think this role may be of interest to you, or you wish to discuss any other senior

accountancy jobs in Northern Ireland, please apply via the link below or contact Emma Jayne Bowen at VANRATH or on LinkedIn in the strictest confidence.

Why VANRATH will help you secure your next role:

Established in 2000, VANRATH has become a market leader in Northern Ireland. This success is a direct result of our dedication to confidentiality, professionalism and the wealth of knowledge held by our Senior Consultants. VANRATH has a demonstrable track record in pairing the best local talent with leading local businesses.

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