

Accounts Assistant

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Company: TPF Recruitment

Location: Folkestone

Category: Other-General

TPF Recruitment is recruiting for an Accounts Assistant to join a highly reputable, fast growing firm of chartered accountants based in Folkestone. Due to ongoing growth within the company, our client is looking for an experienced accountancy practice Assistant Accountant to join their dynamic team and assist the managers and directors. The successful candidate will be required to complete end to end accounting tasks for a range of sole traders, ltd companies and partnerships across accounts, tax, bookkeeping and VAT.

You will be offered a fantastic career in a fast growing practice, with full study support on offer and the opportunity to work a hybrid working pattern. The successful candidate will be dealing with a wide range of work, including: Preparing statutory accounts and assisting with management accounts and month end reconciliations, including commentary Preparing self assessment and corporation tax computation calculations and assisting with basic tax planning Dealing with bookkeeping and the preparation, and completion of VAT returns, including EC Sales and Intrastat returns Work as part of a team to provide ad-hoc accounting assistance and ensure clients receive an excellent service Maintain records for clients using accounting software packages including Iris, Xero, QuickBooks and Sage Liaising with clients on any queries Requirements For this fantastic Accounts Assistant opportunity in Folkestone, you may be an AAT studying, and/or perhaps studying ACCA or looking to build further on your experience following qualifying AAT. You will have 1 - 3 years or more experience within practice, preparing accounts, tax and other responsibilities for a mixed client base of sole traders, partnerships and limited companies.

You will be looking for a challenging, long term career move, at Accounts Semi Senior level, within a growing and expanding firm of chartered accountants, offering progression and career development. Benefits 20,000 - 25,000 Competitive Holiday and Pension Parking Full AAT/ACA or ACCA study support Please apply for the vacancy or contact Tristan Finch to arrange a confidential conversation. Refer a friend.

. Were keen to remain the leading provider of the best accountancy talent in the South East. We are continually exploring ways to expand our network and we know that great candidates like you can introduce us to other equally brilliant people.

Were looking to work with the best accountancy practice and tax staff in the South East so if your friends, family or colleagues are considering a new opportunity and can demonstrate relevant experience, wed love to speak to them. For every candidate you refer and we subsequently place into a permanent position, we will give you 200 of Love2Shop vouchers. (Terms & Conditions apply)

client* or accounts or Tax or vat or payroll or self assessment or audit or ltd or llp* or "p11" or partnerships or "xero" or "quickbooks" or "iris" or "digita" or "kashflow" or "cch" or "Caseware" or "ACCA" or "ACA" or "AAT" OR "FCA" OR "FCCA" or "MAAT" or ICAEW or Accountants or practice

For this fantastic Accounts Assistant opportunity in Folkestone, you may be an AAT studying, and/or perhaps studying ACCA or looking to build further on your experience following qualifying AAT. You will have 1 - 3 years or more experience within practice, preparing accounts, tax and other responsibilities for a mixed client base of sole traders, partnerships and limited companies. You will be looking for a challenging, long term career move, at Accounts Semi Senior level, within a growing and expanding firm of chartered accountants, offering progression and career development.

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