

Accounts Assistant

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Company: RECfinancial

Location: Leicestershire

Category: other-general

RECfinancial are currently shortlisting exclusively for this Leicestershire business. This independent company has been operating for a number of years within their field and lead the market currently.

So what is the role of the Accounts Assistant?

Reporting into the Finance Manager and based at the Head Office in North Leicester, your role will be to help support the Finance function of the business. You maybe currently studying AAT/ACCA/CIMA or looking to do so. Either way, our client offers you the support you need. Your future is as important to them as it is to you.

So what's the main purpose of the Accounts Assistant?

Purchase ledger, matching and coding invoices

Sales ledger, cash allocations and BACS

Bank reconciliations

Posting of journals

Assisting with year end

Ad hoc duties as required. So what skills do we want from the Assistant Accountant?

Excellent communicate skills

Demonstrative skills as inline with the above

QBE, AAT part/qualified, ACCA/CIMA part qualified

Strong system skills including solid Excel

Ability to manage their own workload So what's on offer for the successful candidate?

£25000 - £27000

Study support for the right candidate

Flexi start finish time 8/9 - 4/5

32 days hols inc

Private parking

Company pension

Private medical cover

Health care These opportunities don't come about very often so why not get in touch

So, why not explore this fabulous opportunity further and start by calling Neil @RECfinancial on (phone number removed) or email

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