

Accounts Assistant / Semi Senior

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Company: TPF Recruitment

Location: Worthing

Category: Other-General

TPF Recruitment is representing an excellent firm of chartered accountants based in Worthing who are searching for an Accounts Assistant / Semi Senior to join them, as a key addition to their successfully team. As you develop within this firm and role you will take on increasing responsibility in a hands on role, delivering accounts, management accounts, tax, VAT, bookkeeping and planning services to a range of clients. Our client is also very happy to continue to support someone who is already studying or someone who wishes to study further.

The successful candidate will be responsible for: Preparation of statutory accounts for companies Preparation of sole trade and partnership accounts Preparation of Corporation Tax returns Preparation of VAT returns Advanced bookkeeping Liaising with HMRC on behalf of clients Assisting with management accounts and month end reconciliations Training clients on different accounting software Assisting junior members of staff Requirements General practice experience is essential AAT qualified, or ACA / ACCA part qualified Experience using Xero and preparing statutory accounts Benefits 24,000 - 27,000, dependent on experience. ACA / ACCA study support available.

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

General practice experience is essential AAT qualified, or ACA / ACCA part qualified

Experience using Xero and preparing statutory accounts

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