

Assistant Management Accountant

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Company: Sellick Partnership

Location: Manchester

Category: other-general

Assistant Management Accountant

£29500

FTC, Full-time

Manchester

Assistant Management Accountant required to join a not-for-profit organisation on a Fixed Term Contract for 12 months. My client is looking for an ambitious and highly motivated individual who is an experienced Assistant Management Accountant to join their dynamic and fast-moving finance function.

As the Assistant Management Accountant you will play a key role within the Finance team assisting the Finance Business Partner with all aspects of finance, alongside the various duties below;

Key responsibilities of the Assistant Management Accountant

Responsible for reconciling monthly property stock movements.

Maintain and update Other fixed assets register for movements.

Supporting the FBP to produce monthly management accounts and balance sheet reconciliations, including journal preparation, reconciliations and investigation as appropriate. Ensuring all expenditure has been correctly evidenced and clear records are kept for audit purposes.

Assisting where necessary with the ongoing Accent development programme from a finance perspective.

Supporting the FBP by attending external contractors' meetings as and when necessary.

Supporting the FBP in preparing regular reconciliations of development expenditure and income against approved scheme budgets.

Supporting the FBP and Technical Reporting Accountant in production of the year end draft statutory accounts

Support the FBP in the delivery of timely and accurate regulatory returns. Required skills and experience of the Assistant Management Accountant

Ideally AAT Qualified or Part Qualified ACCA / CIMA or equivalent

Previous experience preparing and presenting financial information for non-finance contacts

Good awareness of UK accounting standards

Excellent communication skills both verbally and written

High level of analytical skills

Ability to meet strict deadlines

Strong IT skills including Microsoft Office Suite This is a fantastic opportunity to join a not-for-profit organisation with unrivalled opportunities including the below;

Hybrid working

28 days annual leave (excluding bank holidays)

Life assurance cover If you believe you have the necessary skills and experience for the Assistant Management Accountant role, please apply now, or contact Lindsay Richey at Sellick Partnership.

We will be reviewing CVs on a daily basis and shortlisted candidates will be contacted.

Sellick Partnership is proud to be an inclusive and accessible recruitment business and we support applications from candidates of all backgrounds and circumstances. Please note, our

advertisements use years' experience, hourly rates, and salary levels purely as a guide and we assess applications based on the experience and skills evidenced on the CV. For information on how your personal details may be used by Sellick Partnership, please review our data processing notice on our website.

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