

Assistant Management Accountant

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Company: Seymour John Ltd

Location: Nationwide

Category: other-general

Assistant Management Accountant | 12 Month FTC | Remote Working | c£30,000

Fully remote opportunity available for a tenacious finance professional to start in May 2025 in a 12 month FTC

The Company

Seymour John are thrilled to be supporting our client to hire an Assistant Management Accountant to work fully remotely as part of an energetic finance team.

The Opportunity

Reporting to the Finance Manager, you will be supporting the set up and the day-to-day running of the finance and accounting function. Your main duties will include:

- * Meet robust month-end close processes that result in the delivery of timely and reliable reporting on business performance and position.
- * Expenses review for 3 entities and good process controls.
- * Setting up of weekly supplier and expense payment runs.

- * Posting of supplier invoices, bank reconciliations and journals.
- * Customer invoices – support with the raising of sales invoices and debt collection.
- * Support with balance sheet reconciliations
- * Involvement and supporting in automation testing and system improvements

Personal Profile

We are keen to speak to candidates who are ideally AAT or equivalent who has a pro-active in approach and takes ownership of the tasks presented. You will have 2-3 years experience in similar role and be comfortable with working from home / in virtual teams. You will have a tenacious approach to your work with exacting standards, with good written and spoken communication skills.

For further information please contact Michelle Willetts at Seymour John Ltd

By responding, we will register you as a candidate with Seymour John Limited. To understand how we will use your personal data, please read the Privacy Policy on our website

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