



Last Updated: 11/01/2018

Assistant Management Accountant

The Role

You will work within a small accounts team that is responsible for all financial processes for the group.

The successful candidate will be a positive, caring team player who takes responsibility and treats their work seriously, without taking themselves too seriously.

They will be ambitious and eager to grow and progress within our company.

You will work alongside the financial controller.

Skills/Traits

You may have recently qualified, or almost qualified with 2 years of management accounting experience & payroll.

Experience of the Pegasus accounting package would be an advantage.

We will provide full support to help advance your skillset and acquire further qualifications.

Key Responsibilities

- Day-to-day operations of the finance team including journals, sales ledger and invoicing, purchase ledger and payments
- Bank and other balance sheet reconciliations
- Vat returns
- Profit and loss/balance sheet reports
- Daily bank reconciliation
- Authorisation of online banking payments
- Processing BACS payments
- Payroll relief
- Weekly management statistics
- Variance Analysis work & Projects
- Assisting in monthly and annual accounts
- Ad-Hoc duties (Phones/Post & Office visitors) as required
- Ad-Hoc reporting for senior management

The Company

Best Companies is a workplace engagement specialist, helping our client's measure and improve employee engagement levels. Each year we research and produce the Best Companies to Work For lists, published in the Sunday Times. We have also developed our own nationally recognised Accreditation standard, awarded annually to organisations with exceptional levels of employee engagement.

At Best Companies we offer a fantastic opportunity for the right people to develop within a people-focused organisation. We fully support your career aims and will provide relevant training to help you be the best you can be.

Our offices are located between Chester and Wrexham and is easily commutable (by car) from the Wirral, North Wales and Cheshire.

Benefits

- Annual leave 25-30 days depending on length of service
- Sports and fitness allowance
- Private Health Insurance after 3 months
- Pension – after 3 months 3% of salary from company and 3% employee contribution.
- Life Insurance – after 3 months (4 times salary)
- Flexi-time
- Free car parking
- Free lunch

How to apply

If you think you're a good fit for any of the positions listed you can apply by sending an email to careers@b.co.uk containing your CV and telling us why you think you'd be a good fit.