

International practice based in Central London is looking for a **Senior Accountant** to join their team. You will be assisting their clients in their accounts and therefore, need to be proficient in UK accounting. You will be joining a small and dynamic team, and will report to a down-to-earth manager.

ROLE:

- Preparation of Financial Statements
- Preparing statutory financial statement under FRS 102 and FRS 101
- Financial standards and CA06 compliance checks
- Client Accounting
- Managing a portfolio of clients
- Maintenance / Review of client records, sales and purchase invoice controls, receipts and payment analysis, bank reconciliations and VAT reconciliations
- Preparation of accurate informative management accounts to be delivered in a timely fashion on a monthly / quarterly basis
- VAT: review / preparation / submission of client quarterly VAT Returns
- Liaise with clients and answer queries and issues
- Review and supervise Trainee work

PROFILE:

- Qualified or Part qualified accountant
- **3 years' experience working in an Accountancy Practice** with similar responsibilities
- Significant UK statutory accounts experience
- Excellent Excel skills
- Experience using Sage line 50 / Sage Accounts Production / IRIS Accounts Production
- Payroll experience would be appreciated
- Strong analytical skills and be highly attentive to detail
- Strong communication skills
- Strong time management and able to work under pressure to tight deadlines
- Be a good team player
- French will be a plus

SALARY

c£35k/pa plus study leave