



We're Hiring!

Senior Accountant / Assistant Manager

Due to our continued expansion, a fantastic opportunity has arisen to join our accounts team for an ambitious Senior Accountant or Assistant Manager to work closely with their Team Manager.

Employment Type: Permanent, full time.

The Role: We are looking for a forward-thinking Senior Accountant / Assistant Manager who is energetic and keen to excel. We work with a variety of sectors and if you are successful in joining us, we hope you will enjoy the variety of work and fast paced environment that we offer.

Responsibilities within your team will include:

1. Supervision and preparation of year-end accounts for Limited Companies, Sole Traders/Partnerships.
2. Preparation of associated tax computations and returns (tax experience not mandatory).
3. Involvement in ad-hoc work projects including client transactions, M&A, raising finance etc.
4. Training and overseeing junior team members. Mentor role for some team members.
5. Assist team management in organising and prioritising workflow in the team.
6. Building and maintaining strong working relationships with clients.

Requirements:

1. ACCA or ACA qualified.
2. Minimum of 1 year PQE in an accountancy practice (2 years for Assistant Manager role).
3. Prior experience in Audit would be advantageous.
4. Excellent communication skills both written and verbal.
5. Experience with Xero/QuickBooks or similar cloud-based accountancy software.
6. Good IT knowledge including Microsoft Excel and Word.

If you are interested, please forward your CV in confidence to:
lindabrown@muldoon-accountants.co.uk



Why work with us?



**Muldoon
& Company.**

CHARTERED ACCOUNTANTS
& REGISTERED AUDITORS

- Competitive salary
- Bonus scheme
- Flexible Working & WFH policy
- 1pm finish on a Friday
- In-house gym & PT
- Promoting work life balance
- Progression opportunities
- Newly extended & refurbished office space
- Social & teambuilding events throughout the year
- CSR – Charity & Staff volunteering events
- Recognition awards
- Life cover

