

Johnston Carmichael, the largest independent firm of Chartered Accountants and Business Advisers in Scotland and one of the Top 20 accountancy firms are currently recruiting for the following position:

Business Advisory Assistant

Job Type:	Permanent
Hours of Work:	Full Time
Location:	Inverness
Salary details:	Competitive

The successful candidate will be responsible for working closely with the team's Managers and the firm's Client Relationship Managers, focusing primarily on the preparation of limited company accounts, corporation tax returns and accounts for unincorporated businesses. In addition, any other business advisory related work as required.

Previous experience is preferred but not required and the successful candidate will ideally have an HNC/HND in Accounting with a desire to learn as training will be provided which may lead to the potential to gain further qualifications. In addition, the successful candidate will have good IT, numerical and data analysis skills. Experience with accounting software such as Sage, Xero or Quickbooks would be an advantage.

Communication skills and prioritisation of workload are essential qualities for candidates to ensure all deadlines are achieved, as well as possessing the ability to work as part of a team.

If you are interested in applying for the above position please send your CV along with covering letter to Recruitment at recruitment@jcca.co.uk by the closing date.

Date advert posted: 7th June 2018