

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

Business Advisory Assistant/Senior

Reports to: Business Advisory Assistant Manager/Manager

Job Type: Permanent

Hours of Work: Full-time (36.25 hours per week)

Location: Elgin

Salary details: Competitive

Job Purpose:

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 and corporation tax returns and other business advisory related work as required.

The successful candidate should have the ability and experience to take a client's records from preparation to a final set of financial statements. Being responsible for, but not limited to planning, preparation and completion of a compliant set of financial statements under FRS 1021A and FRS 105 and following the firm's policies.

Other essential attributes include being able to manage your own workload and prioritise tasks to ensure deadlines are met and have excellent communication skills to be able to explain to and help coach more junior members of the team.

The successful candidate will have a background within practice and be qualified or near to completing AAT, CA, ACCA or equivalent qualification, consideration will also be made of applications from individuals with strong experience but no professional qualification.

Applicants should also have strong IT skills and experience in using accounts productions packages. Tax experience would be an advantage as would a good working knowledge of clients' accounting systems such as Sage, Xero and Quickbooks.

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

Date advert posted: 21st May 2018