

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 Solutions Senior

Reports to:	Business Solutions Senior Manager
Job Type:	Permanent
Hours of Work:	Full-time (36.25 per week) or part-time (3-4 days per week)
Location:	Glasgow
Salary details:	Competitive
Job Purpose:	Join a growing team as a senior to help support clients' accounting functions both onsite and in our office, with a specific role in assisting clients transfer to cloud based accounting systems. The role is about both controlling a portfolio of clients and assisting in the planning and execution of the work, ensuring deadlines and budgets are met and the supervision and development of less experienced team members.

The successful candidate will be responsible for:

- Assisting clients transition to cloud based software, specifically Xero, and suggesting improvements to their existing finance functions
- Set up and maintenance of client management accounts, accounts and tax files
- Accurately process clients' accounting data, e.g. through Sage or Xero
- Prepare accurate management accounts and client financial information
- Use data to analyse further supplementary analysis and commercial business advice
- Preparing/supervising and filing VAT returns
- Prepare a P&L/ BS/ Cashflow for businesses, with assumptions.
- Prepare sole trader, partnership and Limited company accounts to a high level and with minimum assistance
- Prepare corporation tax computations
- Plan, schedule and delegate work to the Business Solutions/Business Advisory assistants
- Supervise, coach and develop junior members of staff within the teams you work in
- Monitor budgeted versus actual time spent, flagging up scope issues, on-site issues and overruns to the Senior Manager

- Manage client relationships, be comfortable being onsite and main contact with clients
- Assist in taking on new clients, getting new clients set up / processes established

The successful candidate will have the following relevant experience:

- Strong knowledge of cloud based software, specifically Xero, as well as Sage 50 Accounts, Excel, accounting packages such as CCH and Alphatax.
- Will have led the transition of clients' bookkeeping systems on to cloud based platforms and will be able streamline accounting processes, suggesting solutions to improve the efficiency of their accounting functions
- Good technical knowledge
- Good knowledge of VAT and able to review and supervise preparation of VAT returns
- Experience preparing management accounts/statutory accounts onsite
- Personable and confident to be onsite at clients, discuss their accounts and provide advice
- Ability to manage own portfolio of clients and look after their client's needs
- Will be qualified, nearly qualified or qualified by experience.
- Strong on accounting processes to ensure the work is done as efficiently as possible

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

Date advert posted: 27th March 2018