

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 Solutions Senior

Reports to: Business Solutions Assistant Manager and Senior Manager

Job Type: Permanent

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

Location: Elgin

Salary details: Competitive


Job Purpose: To work closely with the team's managers, assistant managers and assistants, focusing on the management of the day to day Business Solutions work for the client as allocated; flagging up issues and concerns to the Business Solutions Assistant Manager / Manager at an early stage; coaching and training the Business Solutions team as needed; ensuring deadlines and budgets are met and the Business Solutions Assistants' work is reviewed, finished to a good standard, and signed off.

The above opportunity is currently available within our expanding Business Solutions department within our busy Inverness office in Cradlehall Business Park. The successful candidate will be part of a team of 8, reporting directly to our Business Solutions assistant manager and senior manager.

The successful candidate will work closely with these individuals focusing on the management of the day to day Business Solutions work for the clients as allocated; flagging up issues and concerns at an early stage; coaching and training Business Solutions assistants as required; ensuring deadlines and budgets are met and Business Solutions assistants' work is reviewed, finished to a good standard and signed off.

The successful candidate will be responsible for, but not limited to:

- Preparation of accurate management accounts and client financial information within the time frames agreed, ready for review, with meaningful commentary and variance analysis
- Preparation of budget, forecast and cash flow information for clients including commentary on the results
- Preparation of VAT returns, EC sales lists and reverse charges

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- SME systems review including advising clients on the most effective accounting processes and suggest improvements
 - Ensuring all work is handled effectively and correctly from start to finish, in accordance with the firm's Business Solutions policies and processes and within agreed budgets

The successful candidate will be a Part Qualified or qualified ACCA, CA or CIMA. They will have experience of some or all of the following accounting packages; Sage 200, Sage Line 50 and Xero.

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: 21st Dec 2017

