



Job Specification

Senior Business Services Advisors Lincoln based

We have the above vacancies in our Business Services department in Lincoln. With a minimum of four years' recent experience of accountancy practice in a multi-disciplined role you will be looking for a new challenge. You may well be a newly qualified ACA/ACCA member or a finalist in exams. Experience in audit assignments is preferred as the role will include such work.

General Responsibilities

- To act as an advisor to owner managed businesses on a range of accounts and business issues
- Manage own portfolio of clients, dealing with year end and other issues – developing great working relationships with your clients throughout the year
- Managing and leading of audit assignments (from planning through to conclusion) for significant audit engagements. (Assisting on audit assignments where previous experience in this area is not as strong).
- Preparation of statutory accounts for a range of client types and sizes
- Preparation of business/corporate taxation computations and returns, dealing with routine associated tax queries
- Assist the team with all technical aspects of servicing our clients (financial statements, audit, business taxation matters)

Skills and Qualities required

- Qualified (ACA or ACCA) / Finalist or “by experience”
- Minimum of four years' experience of accountancy practice in a multi-disciplined role
- Experienced at managing a wide ranging portfolio of clients
- Technically excellent
- Commercially aware
- Experience of professional networking is desirable

- IT literate – smart use of Excel to increase commerciality of assignments
- Clean driving licence with access to a car for business use

Personal Skills

- Motivated and committed to provide an excellent service
- Enthusiasm and desire to succeed
- Confident in the workplace and dealing with clients
- Excellent organisational skills – a “finisher”
- A self-confident communicator

Working Conditions & Package

- 40 hours per week
- Flexible working hours
- 23 days holiday per annum
- Annual leave trading scheme
- Salary dependant on experience
- Discretionary bonus scheme *
- Contributory pension scheme
- Healthplan cashback scheme
- Permanent health insurance scheme *
- Death in Service benefit
- Childcare vouchers

(*Upon successful completion of probationary period)

To apply email your CV and covering letter setting out why you want to work for Wright Vigar and detailing your experience and current/most recent salary to John Richmond (HR Manager):

john.richmond@wrightvigar.co.uk

Please quote reference WV1804 in all correspondence