



Job Specification

Audit Manager

Lincoln based

We have a great opportunity for a talented individual to join the firm in the role of Audit Manager. You may be already in a similar role or are ready for a new challenge to progress your career.

You will be focused on ensuring quality is standard, audit assignments are carried out efficiently and have great people skills. You will also have your own portfolio of clients to manage, which may be sector led dependent on your experience to date. You will be key in communications across the firm, working with senior management, directors and other departments.

In return we can offer you a competitive package of benefits in a supportive environment, offering flexibility in the way that you work – with some home working available.

General Responsibilities

- Managing the audit function in Lincoln and across the firm - ensuring that quality remains high, alongside ensuring assignments are delivered commercially and timely
- Some managing and leading of audit assignments (from planning through to conclusion) for significant audit engagements
- Working with our training team to ensure a continuing focus on the development of our audit team
- File reviews – hot and cold
- A key role in our audit committee to ensure compliance and best practice
- Assist the team with all technical aspects of servicing our clients (financial statements, audit, business taxation matters)

Skills and Qualities required

- Minimum of five years' proven experience in accountancy practice in an audit role or multi-disciplined role
- Qualified (ACA or ACCA) or "by experience"
- Experienced at managing a portfolio of audit clients
- Technically excellent
- Commercially aware and delivers
- Great at developing people

- Focused on meeting deadlines through effective time management
- Proficient and confident with IT, especially MS Office applications, and cloud-based accounting solutions such as Xero and Quickbooks. Smart use of Excel to increase commerciality of assignments. Along with audit software experience preferred
- Experience of Iris suite of programs (although not essential as training will be given)
- Clean driving licence with access to a car for business use

Personal Skills

- Motivated and committed to provide an excellent service to both clients and colleagues
- Enthusiasm and desire to succeed
- Excellent organisational skills – a “finisher”
- A strong team player, a leader
- Confident in the workplace and dealing with clients and team
- Excellent communicator – able to get the best out of individuals

Working Conditions & Package

- Full time
- Flexible working hours/conditions – hybrid role of 60% in office; 40% at home available
- 28 days' annual leave plus bank holidays
- Annual leave trading scheme *
- Salary dependant on experience
- Contributory pension scheme – enhanced contributions
- Healthplan cashback scheme
- Permanent health insurance scheme *
- Death in Service benefit

*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):

vacancies@wrightvigar.co.uk

Please quote reference WV21/AM(L) in all correspondence

By sending an application/CV to Wright Vigar, whether for a specific role or speculatively, you acknowledge you are providing some personal details which we will keep for a period of no more than 12 months, unless you become an employee of the Company.