

Experienced Xero Accountant & Business Adviser (Permanent Position) **Full time - 38.5 hours per week**

Job Role

An opportunity has arisen in our Business Services Department. We are looking for a motivated, pro-active and forward-thinking individual.

Torr Waterfield, a leading independent Leicester accountancy practice are currently recruiting for an Experienced individual with Xero software knowledge and have worked in a general accounting environment.

What you will be doing?

The role will primarily be the involvement of Xero work for businesses in a variety of different sectors and may include the supervision of junior team members as well as:

- Data processing using Xero & Dext Prepare
- VAT Return preparation & dealing with VAT queries
- Review of trial balance, analytical review & sense checks
- Preparation of management accounts
- Ensuring records are ready for year end accounts preparation

This role will involve developing relationships with clients and may include working onsite at client's premises from time to time.

What does the ideal candidate look like?

Be confident in using cloud-based software, especially Xero

Preferably have a minimum of three years practice experience but not essential

Have management accounts experience

Excellent verbal & written communication skills with a high level of attention to detail.

Skilled at dealing with people and have the ability to support and develop work colleagues.

Organised and deadline driven.

What you'll get from us

A competitive salary & study assistance if appropriate

A hybrid approach to office and remote working, with up to 2 out of 5 days remote working available (workload and staff level permitting)

32 days holiday (20 days plus 8 bank holidays & 4 days over Christmas period). Leave increases with years in service and an option to buy extra annual leave.

Contributory pension scheme & life assurance.

A highly skilled, driven and super friendly team to work alongside and develop your talents. Opportunities to flourish in your role through training and personal development.

Team Building events, Charity Challenges, Annual Christmas and Tax celebrations.

What next?

Please email a CV and a short, snappy cover letter or email that explains why you're the perfect person for this role.

Please email recruitment@torrwaterfield.co.uk and be sure to write 'Experienced Xero Accountant & Business Adviser' in the subject line.