



JOB OPPORTUNITY

JUNIOR / PART-QUALIFIED ACCOUNTANT

Fantastic opportunity for an enthusiastic accounting professional to join an exciting and fast-growing Dublin accountancy practice.

Paddy Quinn and Co Chartered Accountants service a wide-range of SME's in Ireland and the UK and due to recent expansion, including a move into new offices in Glasnevin, require a Junior / Part-Qualified Accountant to join our team. This position offers the right candidate an opportunity to work in a modern and forward thinking, cloud-based practice with exciting growth plans in the coming years.

JOB DESCRIPTION

The role will primarily involve providing general accountancy and tax services to a portfolio of small businesses, including:

- Bookkeeping services
- Preparation and submission of VAT returns
- Maintaining accounts to Trial Balance
- Regular interaction with clients on general queries, upcoming deadlines etc.

There is a great variety in the role as businesses range from the small sole-trader to the larger nationwide companies. Our unique position as a fully cloud-based practice will allow the individual to experience and utilise the advancements in modern technology in providing these services.

In addition to the above, the individual may also assist the firm from time to time, by being involved in:

- Process improvements and adhoc projects
- Marketing and business development activities
- Other occasional administrative tasks

This is an exciting opportunity to work in a firm that places a strong emphasis on individual growth and learning, health and well-being and social work life balance. We offer flexible working conditions, built on trust, that contribute to an enjoyable and effective team culture. This includes the option of working from home one day per week.

QUALIFICATIONS AND EXPERIENCE

Necessary

Graduate in accountancy or other business-related degree.
Qualified / Part-qualified ACA / ACCA or Accounting Technician.
MS Office proficient.

Advantage but not a necessity

Previous practice experience.
Knowledge and experience of cloud-based accountancy software (Xero, Sage One).

KEY CHARACTERISTICS

An excellent communicator, both verbally and in writing.
Ability to work to strict deadlines.
A passion for accountancy with an interest in technology disrupting the profession.
A great team player.
Willing to assist in all areas of the business given that this is an expanding practice.
Above all - honest, trustworthy and reliable.

WHAT WE OFFER

Competitive salary and package.
Flexible working conditions and hours with strong emphasis on individual health and well-being.
Excellent career development opportunities as part of an expanding firm.

If interested, please email info@paddyquinn.ie with CV.
Closing date for applications Tuesday 30th April 2019.