Financial Controller - Norwich

Aston Shaw

The Role

We are looking for two experienced financial controllers to join our dynamic team in Norwich. We are offering a fully supported training package towards professional accounting qualifications, including AAT and/or ACCA. This full-time role offers the successful candidate remote working with one day a week spent either at the office or at client's premises working with an array of clients.

Key Responsibilities

- Maintaining company ledgers
- Preparation of VAT returns and submissions
- Bank reconciliations
- Using cloud-based accountancy software such as Sage and Xero
- Handling client invoices
- Recording financial transactions
- Liaising daily with Portfolio managers and other colleagues
- Requesting records from clients

Requirements

- Minimum 2/3 years bookkeeping experience
- Confident and able to liaise with both clients and other members of staff
- Excellent communication skills, both written and verbal
- Ability to manage time effectively and efficiently ensuring deadlines are met
- Excellent accuracy and attention to detail
- Competent numerical and IT skills and experience with Microsoft packages
- Experience using cloud-based accountancy software
- AAT qualified or equivalent is desirable

ASTON SHAW
— since 1969 —

Any questions? Email careers@astonshaw.co.uk

Why Join Us?

We're a forward-looking employer with six offices across Norfolk, Cambridge and Suffolk. We're always looking to grow our business and making sure we have the right people on board is key to our success.

As an Association of Chartered Certified Accountants (ACCA) approved employer, our culture is progressive, proactive and client-focused. As a result, we can offer you a dynamic working environment with many opportunities to develop your skills, qualifications and achieve.

Benefits

- Competitive Salaries
- Ongoing, Fully-funded Training
- ICAEW Approved Trainer
- Platinum ACCA Approved Employer
- AAT Accredited Employer
- Christmas Bonuses
- Pension Scheme
- Childcare Vouchers
- Regular Staff Parties
- Subsidised Lunches
- Monthly Staff Lottery
- Dress Down Fridays
- £100 Reward for Client & Employee Referrals
- Ongoing Charity Support
- Social and Sports Activities
- Modern, Open-plan Working Environments
- Equal Opportunities Employer

… And many, many more!

Apply today

If you'd like to find out more, or if you think you're the right person for us, then please send a CV to **careers@astonshaw.co.uk** or apply via the form on our careers page on our website: **www.astonshaw.co.uk/careers**.

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