

GBW Accountants

Accounts Technician/part qualified Accountant required for busy accountancy practice in Dublin 6.

Responsibilities

Preparation and completion of income tax returns of sole traders and corporation tax returns of limited companies for partner review

Preparation and completion of annual financial statements and accounts files for sole traders, partnerships and limited companies for partner review

Preparation and completion of debtor, creditor and bank reconciliations

Dealing with Revenue on behalf of clients to resolve issues as they arise

Other analytical / reconciliation work as required

Requirements

Experience is essential for this role and while an accounting technician qualification would be desirable, relevant experience in an Irish company or accountancy practice is paramount.

Proficiency in MS Office

A working knowledge of accountancy packages preferable

Strong numerical capabilities with attention to detail

Excellent verbal & written communication capabilities.

Strive to continually improve and deliver quality.

Have the ability to multi-task, prioritise and manage change successfully.

Happy to work as part of a team of professionals, or independently if so required.

Salary commensurate with experience. Study package available.

Immediate start

Please email your cover letter & CV to hr@gbw.ie