

Accounts Senior – High Wycombe

An exciting, permanent full time Accounts Senior is wanted to join our team in High Wycombe. The role is very much "hands on" and you will work closely with colleagues to ensure all of our clients' needs are met. We predominantly use IRIS and Xero and you will have recent working experience of these packages. You will provide a key role managing the finance functions of the existing SME client-base and work alongside the senior management team to help develop the business. Due the nature of our business this is an office-based role working in our office in High Wycombe.

The Role:

- Working with a varied portfolio of clients across all sectors
- Preparation of accounts and corporate tax returns
- Self-assessment tax
- Bookkeeping and VAT returns
- Preparation of management accounts
- Client relationship management
- Dealing with client enquiries and "onboarding" new clients
- Liaising with HMRC on behalf of clients
- Supervision and training of junior team members

Who We Are Looking For:

- Someone who is ideally qualified or very close to being. QBE candidates will also be considered
- Someone who has at least 3 years recent practice background above junior level
- Someone who is organised, proactive with attention to detail
- Someone who has a "can do" attitude and is able to manage and prioritise their workload
- Someone who is an excellent communicator who can relate to both accounting and non-accounting people
- Someone who is competent and confident with technology with proven recent working knowledge of Xero and IRIS.
- Someone who has a passion and desire to exceed client expectations and deliver a premium service

Why You Should Join Us:

- Good competitive salary with bonus scheme
- Opportunities to advance your career
- A varied role meaning no two days are the same
- An opportunity to work in a friendly and relaxed environment
- Medical Healthcare Scheme
- On-site car parking
- Additional holidays based on length of service

Send CV and a short covering letter outlining salary expectations to jobs@tfmcentre.co.uk