

COME AND JOIN US

WE ARE CURRENTLY RECRUITING
AUDIT AND ACCOUNTS
TRAINEE

LOCATION: GERRARDS CROSS
FULL TIME
COMPETITIVE SALARY

Nunn Hayward are a well-established and growing Chartered Accountancy firm based in Gerrards Cross, South Buckinghamshire, providing high quality advisory and compliance services in the areas of accountancy, audit and tax to a broad range of clients.

We are a friendly firm of currently around 70 people. Small enough for you to know everyone and feel an integral part of the Nunn Hayward team, whilst being large enough to provide a structure that offers development and career progression within the firm.

WHO WE ARE

Our core principals are not only to be a trusted advisor but to also put our people first. We constantly drive change and encourage our teams to lead the conversation with clients when it comes to helping them shape their future. Not only do we work closely with our clients to help them overcome the challenges of today, but to enable them to be ready for the challenges of tomorrow.

Our deep skill set and breadth of experience across the firm enables us to undertake and manage a number of high-profile and interesting clients.

THE ROLE

This is an exciting role and will be most suited to someone with a keen interest in Accountancy, thrives under pressure, is delivery focused, enjoys accountability, has a 'can-do' attitude and is looking to improve their skills and competencies through self-development.

You will gain experience in statutory audit and accounts preparation and have the chance to become a qualified Chartered Accountant.

BENEFITS

These include:

- Full study support package
- 23 days leave plus bank holidays on study leave package. Moving to 25 once qualified
- Loyalty scheme for additional holiday
- CSR focused
- Pension scheme
- Training & technical resources
- Staff socials
- Stress classes and Squash membership
- Discounts at local shops
- Employee support membership

JOIN US FOR A FULFILLING CAREER JOURNEY

At Nunn Hayward we understand that a successful career is built on a foundation of supportive teamwork, continuous growth, and meaningful contributions. We are more than just an accountancy firm – we are a community of dedicated professionals who are passionate about empowering our staff.

JOB DESCRIPTION

Job Title: **Audit and Accounts Trainee**
Reports to: **Senior Audit and Accounts Manager**

YOU WILL RECEIVE:

- The opportunity to become a qualified Accountant achieving qualification ACA or ACCA with paid study leave.
- Competitive trainee salary and company benefits
- Experience working across a range of clients and industries
- On the job training in a wide variety of accounting disciplines
- Strong support network including mentoring from senior people
- Strong commitment and support provided in the areas of training and professional development
- Opportunities to engage with social activities, team events and to get involved with the local community.
- Hybrid working available subject to completion of your probationary period and training requirements.

DUTIES AND KEY RESPONSIBILITIES (WITH TRAINING)

- Support and assist audit assignments, which will include planning, fieldwork and completion using standard programmes
- Preparation of company accounts in accordance with the firm's policies and procedures
- Identify and understand client needs, providing initial solutions to client challenges
- Carry out specialist audits
- Carry out ad-hoc assignments (eg; due diligence and systems reviews)
- Preparation of corporation tax computations
- Carry out work efficiently, to budget and within deadlines
- Research and analyse financial statements and audit related issues
- Maintain client confidentiality and professional relationships
- Proactively interact with client management to gather information, resolve problems and make recommendations for business and process improvements
- Manage assignments and report to accounts and audit managers on progress.

IDEAL CANDIDATE:

- Strong interest in accountancy with an appetite to learn.
- Academic background either school leaver with good A Level results or graduate with a minimum 2:2 undergraduate degree (or predicted).
- Driver preferred as there is a business need for you to attend client premises for some assignments.
- Right to work full time in the UK from your start date.
- A reliable, friendly person with a professional outlook to help the team deliver outstanding client service.
- Excellent communication skills.
- Analytically minded with strong attention to detail.
- The ability to work well as part of a team and independently.
- Commitment and dedication to study for a professional qualification.

Send your CV to recruitment@nhllp.com