

Audit Senior

Chandler's Ford, Hampshire

HWB are a professional, friendly and dynamic accountancy practice based in Chandlers Ford, Southampton. We employ circa 70 people in a wide variety of job roles and have excellent opportunities for highly motivated, dedicated, and talented people. At HWB, we place great emphasis on developing our staff and equipping you with the skills to succeed at everything you do whether that be taking part in our 6 a side football team or meeting our clients' needs.

We have an exciting opportunity to recruit an experienced, diligent, organised and motivated Audit Senior to join our busy Audit and Accounts team. The purpose of this role is to play a key part of the audit team ensuring that audit planning, fieldwork and completion is performed to a sufficient standard, allowing HWB to sign off audit reports.

The Ideal Candidate

- ❑ Qualified accountant (ACA / ACCA), we will also consider part qualified.
- ❑ Recent audit experience in a practice environment, experience of leading external audit assignments from planning to completion stages. Experience of FRS102 is essential.
- ❑ Strong communication skills with senior staff and clients
- ❑ Motivated to take responsibility for a task with an organised and methodical approach to workload
- ❑ Able to hit deadlines and prioritise competing demands on time and budgets
- ❑ Excellent attention to detail
- ❑ Confident user of Microsoft Office – intermediate/advanced Excel user. Prior knowledge of IRIS Accountancy software an advantage
- ❑ Car owner and in possession of a full UK valid driving licence

Summary of Key Tasks

- ❑ Planning, completion and finalisation of audit / accounts preparation assignments, in accordance with internal processes, being completed to a high quality and on a timely basis
- ❑ Preparation and finalisation of financial statements and tax computations
- ❑ Presentation of files to Business Advisor and Director for review, in line with agreed time schedules
- ❑ Preparation and monitoring of audit assignment budgets
- ❑ Setting objectives for junior audit staff and supervising them on site, including some on-the-job training
- ❑ Reviewing audit work completed by junior audit staff and providing helpful feedback to them, to assist with their development
- ❑ Ensuring that Business Advisors and Directors are kept up to date in respect of the progress of work
- ❑ Developing and maintaining good working relationships with clients
- ❑ Taking responsibility for own CPD to ensure up to date with industry developments

Why HWB:

- ❑ Competitive Package
- ❑ Friendly and collaborative office
- ❑ Full Study Support (if needed) with opportunities to progress
- ❑ Contributory Pension Scheme
- ❑ Life Assurance
- ❑ Flexible working hours
- ❑ Free Parking
- ❑ Dress for your Day policy
- ❑ Holiday Purchase Scheme (terms and conditions apply)
- ❑ Private Medical Insurance (terms and conditions apply)
- ❑ 6-a-side football team, golf days, Summer and Christmas work parties

If you are interested in joining HWB, please email a covering letter along with your CV to hr@hwb-accountants.com addressed to Shelley Harding, HR Manager