

Job Title: Accountant

Location: CJC Tax, Denby Dale

Job Type: Part time / Term Time, Permanent Contract

Salary: £30-35k pro-rata depending on experience

About Us:

CJC Tax is a friendly, small firm looking for a skilled and detail-oriented Accountant to join our team. If you have a strong accounting background, excellent analytical skills, and are committed to accuracy, we'd love to hear from you!

We have an opportunity to offer a part-time or term-time role depending on the candidates' individual requirements. The role is for 10-20 hours per week, however, these are negotiable for the correct candidate.

Key Responsibilities:

- Prepare financial statements and reports for clients
- Self-assessment and corporation tax
- Monthly bookkeeping and VAT returns
- Responsible for managing workflow and deadlines
- Contribute to the growth of the practice
- Digital training for clients

Requirements:

- Minimum AAT qualified or by experience with several years of proven history
- Minimum of 5 years of experience in practice
- Experience of QuickBooks and Xero is essential
- Strong analytical and problem-solving skills.
- Good organisational skills and ability to meet deadlines.
- Strong communication and interpersonal skills.

What We Offer:

- Competitive salary
- A supportive and collaborative work environment
- Free onsite parking
- Flexible working hours
- Entry into work-based pension via auto enrolment

How to Apply:

If you are an experienced Accountant looking for a new rewarding role, we encourage you to apply. Please send your CV and cover letter to info@cjc.tax.