

Accounts Assistant

Join our team and work on North London's largest waste to energy scheme. You will enjoy exciting career prospects with one of the leading global companies in renewable energy and sustainable infrastructures. As a London Living Wage Employer, we offer a competitive salary and benefits package and continued learning and development opportunities within a creative and considerate work environment.

ACCIONA is looking to appoint an Accounts Assistant based in our London region, working on our North London Heat and Power Project in the Edmonton.

We are committed to securing local employment and welcome applications from residents from Enfield, Haringey and Waltham Forest. We welcome Apprenticeship applications from both young people and older people looking to make a change in their career.

Your role	<p>Working with the Accounts Manager, you will:</p> <ul style="list-style-type: none"> • Support the Accounts payable process, including but not limited to receipt of invoices, approval process, processing of invoice on SAP accounting system, preparation of biweekly payments. • Post cash and bank transactions • Manage cost control and accounting interface • Complete monthly supplier/balance sheet reconciliations • Assist in monthly foreign balance revaluations • Support financial accounting and reporting • Assist in Tax-VAT analysis and reconciliations, CIS submission and declarations to HMRC
Your training	<ul style="list-style-type: none"> • You will gain an AAT Level 3 Advanced Diploma in Accounting • You will study for 18 months with BPP through online teaching, coaching, and workplace development • You will develop both the technical knowledge and the professional skills and behaviours to work within practice or the finance function of an organisation, supporting all stakeholders as an Assistant Accountant • You will learn: <ul style="list-style-type: none"> ○ Transactional processes and support provided by accountancy firms ○ How to perform a reconciliation and produce reports ○ Double entry bookkeeping ○ How to recognise and use different accounting approaches ○ How to effectively record and analyse financial data ○ How to identify opportunities to actively engage in the wider business when appropriate
Who we are looking for	<ul style="list-style-type: none"> • You will have Grade C or above in at least 5 GCSEs including English and mathematics OR Significant work experience
What's in it for you	<ul style="list-style-type: none"> • In addition to a competitive salary and benefits package, we provide continued learning and development opportunities within a creative and considerate work environment • The NLHPP ERF Project is a significant investment for North London and an exciting project to launch your career

	<ul style="list-style-type: none">• ACCIONA is an international company with a significant global presence and a growing profile within the UK. Employees have the opportunity to work across the globe on our projects• People are at the heart of what we do at ACCIONA. We recognise that creating a diverse and inclusive environment that nurtures our employees and encourages them to reach their potential is critical to our success. We want the very best talent to join us regardless of race, colour, religion, national or ethnic origin, sexual orientation, gender identity or expression, age, disability or other characteristics
How to apply	<ul style="list-style-type: none">• Please email your CV to ukjobs@acciona.com• Application deadline 5th August