

<b>Trainee Accountant</b>	
<b>About us</b> David Owen is a leading independent firm of Chartered Accountants. With offices in both Devizes and Marlborough, we invest heavily in staff training and development, offer regular 1:1s and appraisals for support and guidance, flexible working hours and a client referral bonus scheme. We are a friendly organisation that recognises high performance and effort.	
<b>About our team</b> We choose our team on attitude first, skills second. We believe when you are working with people with great attitude anything is possible. We are a close-knit team who want the best for each other and our clients.	
<b>Location</b>	Devizes and Marlborough
<b>Salary</b>	TBC depending on experience
<b>Hours</b>	37 hours (Full time)
<b>About you</b>	<p>At David Owen, we have a strong set of values and would love to meet you if you can demonstrate:</p> <ul style="list-style-type: none"> <li>• Being proactive (especially with clients if you have previous client-facing experience)</li> <li>• Taking ownership and responsibility for making things happen and high attention to detail</li> <li>• Finding solutions to challenges</li> <li>• Working collaboratively in a team</li> <li>• Drive and positivity</li> <li>• Commitment to developing yourself and embracing feedback</li> </ul> <p>We are also looking for someone who can communicate confidently with clients and build strong client relationships and rapport.</p>
<b>About your role</b>	<p>If you are passionate about accountancy and are about to start or have already started your journey to becoming an Accountant by working towards your AAT, or following your degree or A-levels would like to start your accountancy training, the Trainee Accountant role at David Owen may be perfect for you. Surrounded by a team who are there to support you, the role will include:</p> <ul style="list-style-type: none"> <li>• Preparation of accounts, tax returns, payroll and bookkeeping for both business and personal clients in a timely and accurate manner</li> <li>• Providing assistance on audit assignments</li> <li>• Identifying business development opportunities</li> <li>• Attending exam preparation courses as well as completing home study in order to ensure exam success</li> </ul>
<b>Experience</b>	<p>Minimum 12 months experience working in an accountancy practice preferred, but not essential. Experience in a financial services setting would be an advantage</p>
<b>Minimum education</b>	<p>3 A-levels (or equivalent) Grade B or above. GCSE Maths and English Grade B or above (or equivalent)</p>
<b>Timings</b>	<p>Please send a copy of you CV via email to <a href="mailto:contact@davidowen.co.uk">contact@davidowen.co.uk</a> or via post to Joe Bunton, Partner, David Owen Chartered Accountants, 17, The Market Place, Devizes, Wiltshire, SN10 1HT. Initial interviews will be competency-based and held in our Devizes office. Written/online tests to also be completed. <b>Application deadline: Friday 12<sup>th</sup> March 2021</b></p>