

Assistant Manager

Job Description

Location	Blackfriars, London	Salary	Competitive
Department	Financial Reporting and Transactional Advisory	Status	Permanent full time (37.5 hours) per week
Reporting to	Manager, Senior Manager and Directors	Supervises	Part-qualified executives

Vacancy details

We are seeking a bright and talented qualified accountant to join our Financial Reporting and Transaction Advisory team as an Assistant Manager, who has a keen interest in specialising within the Plc reporting environment.

The role is aimed at individuals that have recently qualified who are ready to take the next step in their career, taking complete ownership of their set deliverables, working closely with our ACA trainees to deliver on set tasks and projects in a timely manner, within budget.

The role will include providing on the job training to our ACA trainees.

Overview of One Advisory

Established in 2006, we have grown to become one of the of the City's leading advisory firms, providing comprehensive and cost-effective financial reporting and governance services to London's Plcs. Our services cater to companies looking to IPO on the LSE (Main Market and AIM) and Aquis, as well as established Plcs, assisting with their financial reporting and governance needs. Our office is located at Temple Chambers in Blackfriars, London.

Our team

The Financial Reporting team are experts in supporting the accounting and financial reporting needs of London's Plc and companies seeking a listing in London. Our team comprises seasoned and experienced qualified market professionals, along with our regular intake of ACA trainees, creating the perfect environment for learning and growth.

The office is open plan, creating an environment that promotes questions and to learn from members of the team from all levels and experience.

About the role

You'll join a supportive and forward-thinking environment, working on the day-to-day financial reporting requirements of a diverse portfolio of corporate clients and leading on IPO projects.

Upon joining, you will be allocated a portfolio of corporate clients that you will manage. You will work closely with our ACA trainees to deliver on set workstreams while keeping senior staff assigned to the job appraised

of the status of those workstreams. You will be responsible for the overall output and will receive support from our senior management team in areas where you need development.

The typical workstreams you will manage include preparing or reviewing group management accounts, reviewing VAT returns, ensuring all transactions are properly accounting for by our ACA trainees on Xero and reviewing payment runs for our clients.

In addition to managing the monthly reporting requirements of our corporate clients, you will work on IPO project workstreams and ad-hoc projects. These includes IFRS conversions, FPPP preparation and controls implementations, accounting for mergers, acquisitions, and reverse takeovers, financial reporting valuations including purchase price allocations, share options and derivatives, and preparing financial statements under IFRS and UK GAAP.

We have cultivated strong partnerships with leading advisors in the City, earning the trust of investment banks, auditors, nominated advisors and lawyers within the capital markets space. A key aspect of reinforcing these relationships is meeting with our peers. In this role, you'll have the opportunity to attend networking events and socialise with individuals at your grade.

What is expected

- Fully qualified ACA or ACCA
- Able to demonstrate a wide experience in preparing financial statements
- Excellent written and oral communication skills
- Strong analytical skills, including the ability to interpret data in a methodical manner and produce solutions
- Evidence of leadership
- A team player with a positive and enthusiastic attitude
- Ability to multi-task and work to budgets
- Flexible attitude when dealing with tight deadlines and critical points of a project
- Strong time management skills to meet deadlines

Successful applicants must have the right to live and work in the UK.

Our selection process includes aptitude testing.

What we offer

At One Advisory, we want to ensure that your effort and hard work is rewarded. We offer a range of benefits, some of which become available once you have successfully passed your probationary period.

Key Benefits

- Competitive base salary
 - Annual leave allowance, which increases in line with length of service
 - Discretionary annual bonus, dependant on the personal performance and the organisation's performance
 - A contributory pension plan
 - Life assurance, based on 4 x annual salary
 - Private medical care, a benefit in kind contribution
 - The flexibility to work from home twice per week
 - A broadband allowance per month
 - Gympass, a benefit in kind contribution
 - One day per annum volunteer day
 - Third-party EAP provided from day one of employment
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