

# Senior Associate

## BUSINESS SOLUTIONS

**Hazlewoods Business Solutions team** provide a range of accounting services from bookkeeping through to year end compliance tax advice for companies across a broad industry sector.

Based in Cheltenham, consisting of 40 professional staff, the team works with corporate businesses across the UK to prepare financial statements, corporation tax returns, personal tax returns, management accounts, VAT returns and other services.

The services we provide for our clients range from year end statutory filings, through to a fully outsourced finance function.

Due to successful growth, the team are now looking to recruit an experienced Senior Associate. You will be allocated a portfolio of corporate clients and will help provide an exceptional service to those clients.

There are ample and varied opportunities to develop your knowledge, build relationships and develop management skills, leading to career progression should you wish.

It's an exciting time to join our growing team in **Cheltenham**.

### The right person will:

- Manage their own client portfolio. Build and maintain good relationships with those clients, becoming the first point of contact for most issues that arise
- Review and finalise statutory accounts, corporate and personal tax returns
- Have experience of VAT returns, P11Ds, Form 42s, ATED returns
- Client assignments such as assistance with remuneration planning, cash flow forecasting and tax advice
- Mentor and assist with the development of staff, including involvement in training and appraisals
- Help to create a vibrant working environment, where individual talents can thrive, within a dynamic team framework, where everyone works towards a common goal

### You will thrive in this role if:

- Are ACA/ACCA qualified with experience of both Corporate and Non-Corporate clients
- Experience of managing your client portfolio in an accountancy practice
- Good working knowledge of Excel
- Are up to date with technical knowledge and developments in the accountancy profession
- Are able to monitor and adhere to deadlines, ensuring client work is completed in line with client expectations.
- Are positive, organised and enjoy juggling multiple tasks.

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## HAZLEWOODS

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