

## Assistant Accountant – Engineering Sector

### Description

#### Assistant Accountant – Engineering Sector

📍 *Location: Greater London / Home Counties* | 🕒 *Full-Time / On-Site with Flexible Hours*

Client of [Accountancy Capital](#)

We're hiring on behalf of a long-established and innovative engineering company looking to strengthen their finance team with the addition of a proactive and detail-oriented **Assistant Accountant**. This is a fantastic opportunity for someone pursuing a career in finance within a stable and technical industry environment.

### About the Role:

The **Assistant Accountant** will support the Financial Controller and wider finance team in maintaining accurate financial records, assisting in monthly reporting cycles, and ensuring compliance with internal controls. This is an ideal position for someone studying towards their AAT, ACCA, or CIMA qualification, with strong foundations in finance and a desire to grow within a professional, project-based business.

### Responsibilities

#### Key Responsibilities:

- Assist in the preparation of monthly management accounts
- Maintain the general ledger and support journal entries, accruals, and prepayments
- Reconcile bank statements and control accounts
- Manage purchase and sales ledger processing
- Prepare and submit VAT returns and support with compliance reporting
- Liaise with suppliers and internal departments to resolve queries
- Support project costing and assist with financial reporting on engineering contracts
- Assist in year-end audit preparation and reporting packs
- Maintain fixed asset registers and depreciation schedules

### Qualifications

#### Hiring organization

Accountancy Capital

#### Employment Type

Full-time

#### Beginning of employment

1st May 2025

#### Duration of employment

Perm

#### Industry

Engineering

#### Job Location

Greater London

#### Working Hours

9-5

#### Base Salary

£ 23,000 - £ 26,000

#### Date posted

April 4, 2025

#### Valid through

31.05.2025

**Requirements:**

- Actively studying AAT / ACCA / CIMA or similar (or qualified by experience)
- Minimum 2 years' experience in a finance support role
- Strong knowledge of double-entry bookkeeping and reconciliation processes
- Previous exposure to engineering, manufacturing or project-based environments preferred
- Good Excel skills; experience with accounting software such as Sage, Xero, or SAP
- Strong attention to detail, time management, and problem-solving skills
- Confident communicator, able to liaise across departments

**Job Benefits****What's on Offer:**

- Competitive salary based on experience
- Study support for professional qualifications
- Pension scheme and 25 days holiday
- A collaborative team in a respected engineering firm
- Career development within a hands-on and supportive finance function