https://www.accountancycapital.co.uk/job/assistant-accountant-engineering-sector/

Assistant Accountant – Engineering Sector

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

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

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