

Audit/Tax Manager

Outline Job Specification

Background

Kingswood is a small progressive firm of Chartered Accountants and Corporate Finance Advisers located in Coldbath Square, London EC1.

The team consists of 2 partners, 7 trained/professional staff and 2 secretaries, working together in a professional but informal environment.

The Role

The Audit/Tax Manager role involves working for one (or more) of the Partners in managing professional staff and ensuring the service delivery to audit and tax clients. The role is not a typical audit and tax role it involves a wider range of skills and challenges where you will be involved in transaction support projects, providing more general support and advice to clients. The successful applicant will have responsibility for a substantial amount of the firms planning and advisory work.

Responsibilities and Duties

- dealing with all aspects compliance and tax planning for your own client portfolio.
- undertaking ad hoc advisory projects.
- supervising both qualified and partly qualified,
- dealing with technical and administrative issues.
- involvement in marketing initiatives.
- assisting partners in various matters and deputising in their absence.

Kingswood is fully computerised using Microsoft Office, Viztopia accounting software, CCH Prosystem tax software, as well as other accounting and tax software.

The role of Audit/Tax Manager offers a competitive salary, training and 25 days annual leave. After a qualifying period, BUPA Healthcare and a season ticket loan are available.