**Accounts Assistant, based in Lytham, up to £24,000 per annum (dependant upon experience)**

An opportunity to join an established and dynamic finance team in a global market leader that distributes to over 40 countries worldwide. You will have the opportunity to develop your career in this role with genuine progression opportunities available.

**About the Role**

Working closely with the Finance Manager, you will be responsible for preparing monthly management accounts, report and variance analysis, bank reconciliations, VAT returns, sales reporting and analysis, annual audit/tax pack requirement and other ad-hoc finance tasks.

Main duties (but not limited to) …

* Month end journals
* Preparation of management accounts, associated reporting, and variance analysis
* Balance sheet reconciliations and analysis
* Bank reconciliations
* VAT returns
* Sales reporting and analysis

**About You**

* At least one year’s experience in a similar role
* AAT qualification
* Excellent Excel skills
* Good IT skills
* Experience of Sage Line 200 would be advantageous
* Good interpersonal skills
* Excellent time management skills