



Project Accountant (Fixed Term Contract 1 Year)

JOB SPECIFICATION

Essential skills and qualifications

Essential

- Part Qualified / Newly Qualified Accountancy
- Experience in handling the day-to-day management of accounts
- Report generation
- Excellent IT skills, Strong Microsoft Excel
- Experience with Sage Line 50 and Sage Payroll
- Flexibility regarding working hours

Desirable

- Experience of working in a busy environment

Personal Qualities

- Honest and friendly disposition
- Good communication skills and self-motivated
- Team player
- Ability to work under pressure
- Organisational skills
- Good time management skills