

**Position: Audit and Accounts Semi-Senior**  
**Location: Beaconsfield****About us:**

Harwood Hutton is a growing firm with now almost 70 employees, and we have expanded significantly since we were formed back in 1957. Our size of firm means you get to know everyone and feel part of the Harwood Hutton family, and we are of a size where growth is supported and progression is encouraged, if this is a path you wish to follow.

**The role:**

This role encompasses completion of both audit and accounting assignments to a high standard of technical competence, delivered within budget and client expectations. The successful candidate will join our team of driven professionals and will help to service our client base.

**We have a proven record of promoting talented people and we are looking for candidates with the following attributes:**

- Pro-active communication with Audit and Accounts Seniors, Managers and Directors to enable consistent work flow and execution
- The ability to assist more junior team members
- Professional and friendly communication
- A dedication to technical competence and your own continuing professional development.

**The successful candidate will:**

- Have a strong academic background and experience working within an accounting practice environment
- Display unquestionable integrity, excellent verbal and written communication and strong logical and analytical skills
- Be flexible and organised in managing their own time to deadlines
- Be able to work in a highly professional team environment.

**What we offer:**

- Competitive remuneration package based on experience.
- Pension
- 25 days annual leave + bank holidays
- Private Medical Insurance
- Travel Insurance
- AA breakdown cover
- Life assurance
- Employee Assistance Support Programme
- Our full-time working week is 37.5 hours, and should additional hours need to be worked, they are given back and can be taken through our 'Time Off In Lieu' system.
- Upon agreement and after successful probationary period, we offer a flexible home working policy.
- Employee referral bonus
- Client referral bonus
- Variety of work; different industries, size of company and lengths of audit
- Possibility to be involved in more specialised work; SAR's, ARLA's, Charity audits.
- Pathway to progression, if desired.

**To apply for this position, send a copy of your CV along with a letter of application to Jo Phillips by email to [jophillips@harwoodhutton.co.uk](mailto:jophillips@harwoodhutton.co.uk)**