



WE'REHIRING!



AAT Apprentice, Bury St Edmunds

Do you have a passion for accounting and the drive to kickstart your career? At mgr, we're seeking an ambitious, talented apprentice to join our team! As an AAT Apprentice, you'll embark on an structured, rewarding journey to success - combining practical on-the-job training with academic learning.

About mgr

With over 40 years of expertise, we're an ambitious London-headquartered accountancy practice, experiencing significant growth year on year. It's an exciting time to be part of our team.

As a medium-sized firm, we regularly punch above our weight. We enjoy collaborating and are passionate about providing a high touch, bespoke service to support our clients with their complex accounting and tax needs. As a result, many of our clients who might typically gravitate towards larger firms, choose to work with us instead.

As a member of ETL GLOBAL (a Top 20 accountancy firm), our team is supported by one of the largest international networks of professionals in the accounting, tax, legal and audit sectors.

Our people

Team mgr currently stands at just over 140 staff and 24 partners. We are dedicated to developing our staff to reach their desired potential, and we regularly promote from within. Our expanding partner base is testament to our ongoing commitment to nurturing talent. We are also an accredited training provider for both the ACA and ACCA qualifications.

Our people are at the heart of everything we do and we're committed to creating a working environment that makes every individual feel welcome. We're a diverse bunch and delight in the broader range of ideas and perspectives that this brings. We empower our people to make a difference, promoting positive change both within our teams and the wider community.

We understand that everyone has personal responsibilities outside the office, so our flexible and hybrid working policies are designed to support this.

Our location

Our Bury St Edmunds office is easily accessible by car or train. Our office is based on the outskirts of BSE on Northern Avenue. We provide onsite parking and, if driving, are located just 2 minutes off the A14 at Junction 42 (Westley Roundabout). The BSE train station is a 20 minute walk away.

About the role

Our clients focus on the media and entertainment sectors. You will be trained in general bookkeeping and in time, learn to prepare VAT returns. There will be further scope for progression and more responsibilities. mgr will support you through your AAT studies, by providing funding and study leave.

Key responsibilities

- ✓ Processing payments and liaising with suppliers
- ✓ Bookkeeping
- ✓ Assist senior staff with purchase and sales ledger
- ✓ Data entry using Xero accounting software (training will be provided)
- ✓ Bank reconciliations
- ✓ Monthly bank activity reporting for clients
- ✓ Bank administration
- ✓ Ad hoc tasks as required
- ✓ Periodic travel to the London office will be required

Skills & attributes for success

- ✓ A strong work ethic and a keen desire to learn
- ✓ Highly organised with good attention to detail
- ✓ Demonstrates enthusiasm and ability to thrive in a busy department
- ✓ Flexibility of approach as there will be lots of variety within the role
- ✓ Excellent communication skills
- ✓ Active team player, but also able to work independently and on own initiative, depending on the task at hand

Qualifications & experience

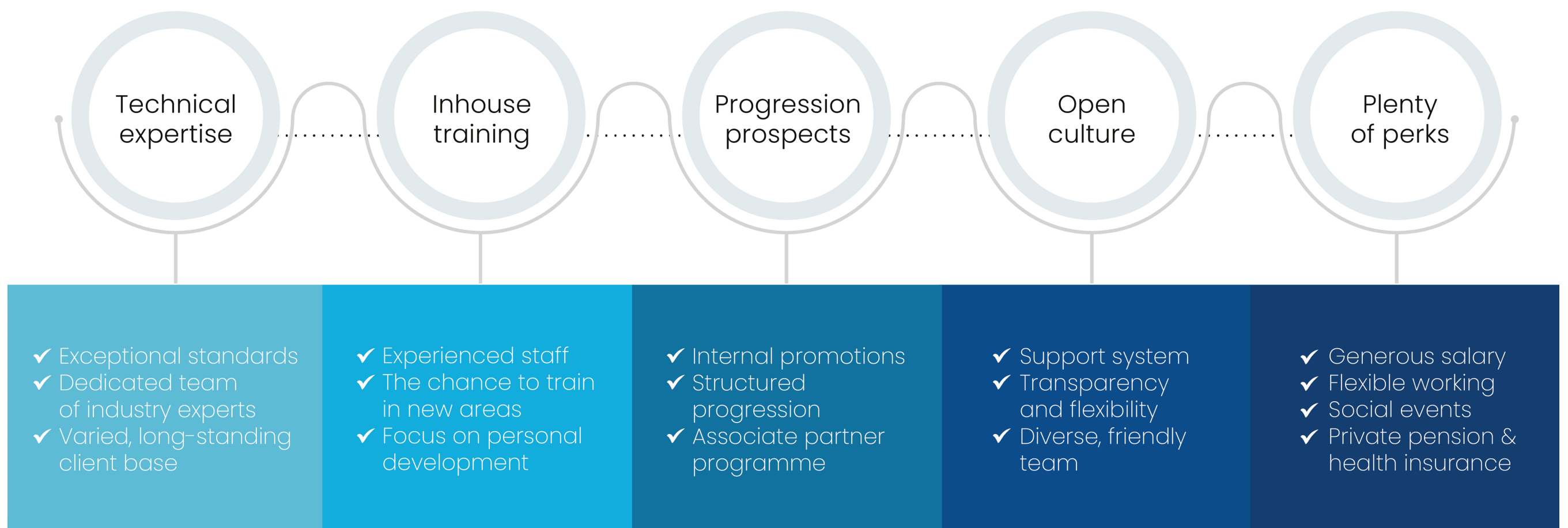
- ✓ Have GCSEs in Maths and English at grades 6-9
- ✓ This role would be best suited for a college/school leaver who is looking to start their accounting profession



"mgr is a diverse and inclusive workplace. This will enable you to continuously develop and grow"

– SUNEI SHIN, ASSOCIATE PARTNER

What we offer



Breaking down the benefits

Work-life balance

- ✓ 25 days annual leave plus public holidays
- ✓ Annual leave increases to 26 days after 2 years and 27 days after 4 years
- ✓ Auto Enrolment Pension – Salary Sacrifice and additional NI savings added
- ✓ Buy or sell up to 3 days annual leave
- ✓ Generous bonus scheme
- ✓ Hybrid working policy
- ✓ Monthly Monday treat day
- ✓ Tuesday fruit deliveries
- ✓ Friday afternoon drinks
- ✓ Regular social events
- ✓ An inclusive, friendly team!

Health & wellbeing

- ✓ Life assurance x 4 after 1 year
- ✓ Private Medical Insurance after 1 year
- ✓ Annual eye check-up & flu jabs
- ✓ Cycle to work scheme
- ✓ Employee Assistance Programme
- ✓ Benefits Hub
- ✓ Fitness training classes via Zoom 2 days per week

Personal development

- ✓ Regular in-house training
- ✓ Support with professional qualifications
- ✓ Internal support and mentoring
- ✓ Professional subscriptions after 1 year

'Very supportive environment with everyone keen to help.'



'The partners are very approachable and understanding, and the firm is very good at developing trainees.'



'Good office atmosphere... Interesting clients!'



To apply, forward your CV to: recruitment@mgr.co.uk