

Accounting Technician

Job Title: Accounting Technician / Part Qualified Accountant

Reports to: Company Accountant

Location: Limavady, Northern Ireland

Why Join Us?

At Seating Matters, we prioritise our employees and their well-being. We foster a company culture of positivity, respect, fun, and appreciation for every team member. Here are some of the benefits you will enjoy as part of our team:

Welcome to Seating Matters

This is an exciting opportunity to join the award-winning Seating Matters team. At Seating Matters, we design and manufacture clinical, therapeutic seating for patients and caregivers, selling our products throughout the UK & Ireland, Canada, Australia, and the US. Our products help change lives all over the world, and you could be a part of that. Having won the 'Irish News Workplace and Employment Awards Team of the Year 2024', we continue to be recognised for our innovation and workplace culture, making now a great time to join our growing team.

The Role

At Seating Matters, we are rapidly expanding our global customer base, and the role of 'Accounting Technician' has been created to help achieve this growth. The successful candidate will work closely with other internal departments to manage day-to-day financial operations and assist with management accounts. They will be a financial compliance enthusiast, with a proven history of improving financial controls and processes and will ideally have experience in payroll, VAT, and other compliance reporting.

Key Responsibilities

Assist with day-to-day running of the finance department within the company including but not limited to:

- Invoice processing and supplier statement reconciliations
- Cash allocations and bank reconciliations
- Expenses analysis
- Audit preparation
- Assist with payroll
- General bookkeeping and other ad-hoc administration duties
- Continuously improve financial controls and processes

Criteria and Requirements

- At least 1 year's previous experience
- Part qualified Accountant or Accounting Technician
- Proficiency in accounting software such as SAGE 200, SAGE 50, Xero.
- Strong Excel skills
- Knowledge of payroll processes, VAT and other compliance requirements.
- Strong communication and interpersonal skills to work effectively within the team and with external partners.
- A positive attitude, driven by growth, and a commitment to never give up.

Seating Matters DNA

We are driven by growth, never give up, and have a servant's heart. These core values are integral to our success and shape everything we do. They ensure that we continuously strive for improvement, persist through challenges, and prioritise the needs of our customers and team members. Joining us means embodying these values and contributing to a positive, dynamic work environment.

Employee Benefits:

- Annual bonus
- Free parking
- Onsite gym
- World-class facilities
- Monthly lunch
- Team building activities
- Birthday off
- Free fresh fruit
- Coffee machine
- Free uniform
- Skills development opportunities
- An environment where your ideas count
- Guaranteed long-term employment

If you think you fit the bill, send your application to careers@seatingmatters.com as soon as possible! We can't wait to hear from you!

Package

A competitive package will be available to reflect the candidate's experience and the importance of this role to our long-term global growth ambitions.

To apply for the above role, please email your CV with a short cover letter to careers@seatingmatters.com.

[Seatingmatters.com/careers](https://seatingmatters.com/careers)