

# Plus+

## accounting

chartered accountants

### Business Services Manager

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**£55,000 to £65,000 DOE**

Plus Accounting are excited to announce that we are looking to recruit a new Business Services Manager to join our rapidly growing team.

The role is required to help ensure we provide a first-class service to our ever-growing community of clients. There is the potential for further progression for the right candidate who is willing to develop the business and add significant value to our clients.

We are committed to creating an equitable workplace that values and respects individuals from all backgrounds. Whilst it is preferred that the role is full-time, part-time requests will be considered for the right person.

Our client base is varied, focussing on different sectors and sizes. We predominantly work with SME business owners, Finance Directors of large international groups, Trustees of charitable organisations, and high net worth individuals.

The successful candidate will be motivated, hard-working and willing to get stuck into a range of advice. We would expect the successful applicant to be ACA or ACCA qualified, and have 2+ years post qualification experience of supporting clients with their accounting and tax affairs, ideally including:

- Management of own client portfolio, being the main point of contact for the business.
- Preparation of Statutory Accounts and Corporation Tax Returns
- Personal Tax Return Preparation
- Providing commercial business support to clients
- Experience in dealing with Company Secretarial matters
- Supervising junior members of the team and reviewing their work
- Working together with a Team of Managers
- Tax advantaged share schemes e.g. EMI share options
- Venture capital schemes e.g. EIS/SEIS
- R&D and Creative Industries tax relief claims (including video games tax reliefs)
- Involvement with business development activities

We require our team to show initiative and a strong work ethic with good attention to detail. We would expect them to have good IT skills and be able to communicate on all levels with clients and colleagues.

In return, Plus Accounting offers a continuous training and development programme to help our team maintain and develop their skills. We are a forward-thinking firm with a modern approach and offer a comprehensive range of benefits including a Wellbeing programme and Social activities.

At Plus Accounting we provide comprehensive support to help our employees develop their professional expertise and advance their careers. Our modern approach is complemented by a range of benefits, including a Wellbeing programme and social activities.

We encourage applications from individuals of all backgrounds to join us in shaping a diverse and vibrant team where everyone can thrive and contribute their unique perspectives. If we sound like the sort of firm that you would like to join, please send your CV to Luke Thomas at [luket@plusaccounting.co.uk](mailto:luket@plusaccounting.co.uk)