

## POSITION AVAILABLE

**ROLE:** Accounts Manager

**STATUS:** Permanent Full-time-(37.5 hours per week)

**LOCATION:** ESA Head Office

### ABOUT THE ROLE

An exciting opportunity has arisen to join a rapidly growing and dynamic local business in the sports manufacturing industry. ESA, since 2014, have manufactured and sold hi-tech football training aids to the global market.

We are moving from strength to strength and we need an adaptable person to respond to new challenges and changing processes. The role is an integral part of the business and great communication skills will be required – you will need to showcase this at interview.

### SKILLS REQUIRED & KEY RESPONSIBILITIES

Suitable applicants should be conversant in Sage 50, preparation of Management Accounts on a monthly basis.

You will need to be able to manage the entire accounting process right up to the year end. The role will include but not limited to bookkeeping, journals, invoicing, reconciliations, accruals, excel spreadsheets and data interpretation.

Experience in Sage payroll would be advantageous, and any interest in football would be welcomed but not essential.

### TO APPLY

Please forward a full and up to date CV, as well as a covering letter for the role to [info@eliteskillsarena.com](mailto:info@eliteskillsarena.com). Please reference the job position in the title and contact us if you wish to ask any more information about the role.

We look forward to hearing from you!