

<b>JOB TITLE:</b>	<b>TECHNICAL &amp; TRAINING ADVISOR</b>
<b>REPORTS TO:</b>	<b>MANAGING DIRECTOR</b>
<b>COMPANY:</b>	<b>HOLBORN ACCOUNTANCY TUITION LIMITED (T/A HAT GROUP OF ACCOUNTANTS)</b>
<b>LOCATION:</b>	<b>LONDON (EC1A) WITH SOME TRAVEL TO SERVICE CLIENTS</b>
<b>REMUNERATION:</b>	<b>£ COMPETITIVE PLUS BENEFITS</b>

### COMPANY PROFILE

HAT is a training consortium, providing an audit and practice procedures methodology and associated training and support to over three hundred firms of accountants, from members of the Accountancy Magazine's top 50 to Sole Practitioners. Established for over forty years, we pride ourselves on providing a personal service to all of our clients and maintaining the highest level of technical knowledge in the areas of audit, financial reporting and associated compliance.

### JOB DESCRIPTION

Following an internal reorganisation, we are looking for a full-time Technical and Training Advisor. The successful candidate will have a significant degree of autonomy within our small and friendly technical team. This client-facing role will primarily focus on providing the following services to member firms:

- Advice on our Technical Helpline covering UK GAAP and IFRS; Auditing Standards, Ethical issues, Company Law and specialist areas (including Charities, Pensions, SRA Accounts Rules and FCA);
- Carrying out quality control cold file reviews on audit/ non-audit files, producing a detailed report and providing verbal debriefs to managers and partners;
- Presenting Quarterly CPD Updates;
- Carrying out engagement quality control reviews (EQCRs) and liaising with the partners/ managers to resolve any issues;
- Other ad hoc duties as necessary and skills develop.

The successful candidate will have the opportunity to develop strong relationships with our key clients and help build and expand the business going forward. Depending on experience they will also have the opportunity to write and present specialist CPD courses, Career Development courses and write technical manuals. Appropriate training and support is provided on an ongoing basis.

### REQUIREMENTS

Candidates will need to:

- Have a minimum of 2 years' post qualification experience, such that they hold, or are eligible to obtain, a Practising Certificate with a CCAB body;
- Have a strong audit background at supervisor or manager level and possess a strong understanding of current financial reporting and audit requirements;
- Have excellent inter-personal skills, and be comfortable meeting with, and talking to accountancy firms;
- Be flexible and be able to work independently;
- Be willing to visit client firms, which are located throughout Great Britain (although primarily within a 50 mile radius of London);
- Be able to present material in a confident and interesting manner; and
- Be competent using IT, in particular, Microsoft Office products.

### APPLICATION

Interested candidates should email their CV's to Andrew Jarvis: [andrew@hatgroup.co.uk](mailto:andrew@hatgroup.co.uk).

