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| Job Title: | Accounts Advisor | Level/Salary Range: | Dependant upon experience |
| Department / Group: | Accounts | Travel Required: | No |
| Location: | Bury / Hybrid | Position Type: | Permanent |
| Department Contact: | Katie Barker | HR Contact: | Lisa Kennery – Partner |

About Us

Pierce Group is a leading PE-backed, however operationally independent firm of business advisors supporting owner managed businesses. Based in Blackburn, Bolton and Bury in addition to a Manchester serviced office, the firm's core client base of owner managed businesses resides in East Lancashire but extends throughout the UK and Internationally.

Being operationally independent best places us to understand, advise and support owner managers on a myriad of business issues, in the fields of compliance, business specific and tax consultancy, corporate finance and its forensic practice. We work in partnership with many other professional services across the Northwest, bringing a trusted full suite of support to clients.

About The Role

As an Accounts Advisor, you will provide high-quality accounting and financial support clients, helping them to manage their finances effectively and meet their compliance obligations. You will be responsible for preparing financial statements, management accounts, tax returns, while offering practical advice to support clients' business decisions and growth. Acting as a key point of contact, you will build strong relationships and deliver a responsive, client-focused service. This role requires strong attention to detail, good technical knowledge, and the ability to communicate financial information clearly, as well as contributing to process improvements within the team.

Duties

- Large bookkeeping jobs
- Train and review juniors on small bookkeeping VAT returns and sole trader jobs
- VAT return preparation on Xero
- Preparation of larger sole trader, partnership accounts
- Preparation of Limited Company accounts
- Preparation of Corporation Tax computations including capital allowance computation
- Moderate working knowledge of UK GAAP
- Studying and passing technical examinations
- Assisting on audit assignments and completing own audit sections
- Timely servicing of client requirements – within 3 months of year end
- Good working knowledge of Personal Income Tax and dividends
- Supporting manager, Associate and Director levels in achieving KPI targets as required
- Assistance in management, mentoring, training and support of junior team members



Soft Skills

- Negotiation, pricing and conflict resolution
- Ability to lead internal and external meetings and presentations
- Ability to participate in contributory way towards client meetings
- Ability to project and resource manage
- Ability to motivate and support staff
- Good presentation skills
- Ability to communicate to provide effective client outputs
- Excellent written and oral communication skills
- Ability to work both independently on own initiative and as part of a team

Business Development

- Assisting delivery of the firm's business development targets
- Identification of either direct or wider Pierce group opportunities with client portfolio
- Building and maintaining a network of referrers
- Building and maintaining a network of individuals to resolve client issues
- Attendance at reasonable request to networking opportunities
- Strategic partnerships and key account acquisition
- Market profile and industry representation

Why Join Pierce?

Pierce is a fantastic place to work and continues to grow. With growth comes tremendous opportunities. We are excited to see what the future holds developing our business and our people. As a leading operationally independent practice we have unparalleled opportunities to push the right candidates through the business.

- A well-established firm – over 95 years
- A growing and forward-thinking firm

Key Benefits (more detailed in interview)

- [Pension with salary sacrifice option](#) – helping you save for your future.
- [33 days inclusive of bank holidays](#) – time out to focus on what's important to you.
- [Hybrid working](#) – we all work in different ways, and we give you flexibility to manage where and when you work.
- [Employee referral bonus](#) - we're always looking for talented individuals to join our team.
- [Varied learning & development opportunities](#) - continuous development for your professional qualifications and career aspirations.
- [Simplyhealth](#) – helping you take care of your health and wellbeing.
- [YOLO Wellbeing](#) - unique, sensory experience leaving staff feeling relaxed, refreshed and more focused.
- [Electric car scheme and onsite electric charging](#) – enabling staff to own a new electric car for less and charge for free at work.
- [Cycle2Work scheme](#) – enabling staff to purchase a new bike for less.
- [Free independent mortgage advice](#) – supporting you at any point on the property ladder, find the best deal for you.

- [Regular social events](#) – time away from work to have fun with team socials and firmwide events.
- [Client referral scheme](#) – we offer generous financial rewards for helping Pierce to grow our new client portfolio.