



Part Qualified Accountant

Named a Great Place To Work, Promed is a leading Medical Sales, Marketing and distribution company. Promed's product portfolio includes major brands from world class manufacturers such as Butterfly Network, Customed, Ansell, 3M.

Promed is committed to delivering a first-class service and our customer is at the centre of everything we do. This focus together with its detailed product expertise ensures the provision of unrivalled customer care and excellent on-going product support, which have become synonymous with the Promed brand. Our culture creates an environment of collaboration, innovation and trust.

We currently have an opportunity for a **Part Qualified Accountant** to join our busy team based in Killorglin, Kerry. The successful candidate will be Part Qualified and undertake the daily tasks associated with the Accounts department in line with the Responsibilities and Requirements listed below and be responsible for assisting the Finance Team to ensure management accounts and reports are produced to a high standard of accuracy and to the appropriate deadlines.

Key Responsibilities:

- Prepare monthly management accounts and analysis
- Prepare monthly Profit & Loss and balance sheet
- Work closely with the Accounts Team to improve and streamline processes
- VAT, Intrastat, Vies and CSO returns
- Work closely with the Company Auditors in preparing annual statutory accounts
- Bank reconciliations
- Manage customer finance options
- Maintain fixed assets register
- Provide statutory reports
- Preparation of accounts
- Ensure that proper records are kept and carefully filed
- Generate finance reports and analysis when required
- General administration as required.

Key Requirements:

- Previous experience in a similar accounts role is essential
- Undertaking professional finance qualifications
- Ability to work on your own initiative and as part of a team
- Excellent communication skills both written and verbal
- Excellent Microsoft Office skills, especially in Excel
- Previous experience in SAP would be advantageous
- Ability to solve problems
- Flexibility and adaptability is essential
- Driven, energetic and self-motivated.

Key Benefits:

- 24 days annual leave (pro rata) per annum increasing with length of service
- Pension scheme
- Employee Assistance Programme
- Life Cover
- Active Sports and Social Club
- Profit Share
- Many opportunities for learning and personal development