

Estate Accountant

Competitive Salary
According to experience



We are recruiting for an Estate Accountant to join the management team who will be responsible for all aspects of the operational, financial and business management of the Estate on behalf of Lord Pembroke and the Trustees in conjunction with the Resident Agent.

Based in Wilton, 3 miles south west of Salisbury, the Wilton Estate is a large rural estate covering 5,870 hectares encompassing residential and commercial property management, in hand farming and woodland along with the management of Wilton House, the home of the 18th Earl and Countess of Pembroke and their family. The House and Grounds are open to the public and used for a variety of events and filming. There is a gift shop and a café.

KEY RESPONSIBILITIES

- ❖ Ensuring that all income is collected on time and that expenditure is paid and accounted for correctly
- ❖ Ensuring that accounting records for all entities which comprise the Estate are correctly maintained
- ❖ Preparation and submission of VAT returns and working knowledge of partial exemption rules
- ❖ Preparing management accounts and budgets and monitoring cashflow forecasts
- ❖ Management of the Estate's accounts team and ensuring all procedures are adhered to

- ❖ Preparing draft corporate, trust and personal tax returns
- ❖ Liaising with Estate's Bankers and Investment managers as required
- ❖ Management of the Estate's IT systems in conjunction with external IT consultants
- ❖ Provision of ad hoc reports and analysis as required
- ❖ Liaising with external accountants and preparing statutory accounts
- ❖ Deal with all financial and data related compliance
- ❖ Responsible for the overseeing of the Estate's data systems, including Landmark, Scuba, and the Estate's Website

We would expect the successful candidate to have

- ❖ ACCA/ACA/CIMA qualifications
- ❖ A strong knowledge of excel and financial modelling skills
- ❖ A proven track record of successfully leading, managing and motivating teams
- ❖ Be able to multi task
- ❖ Have a good knowledge of Income, Corporation and Trust taxation and compliance legislation
- ❖ Have a good knowledge of networked IT Systems
- ❖ Full right to work in the UK

For full job description click here

PACKAGE

- ❖ Competitive Salary
- ❖ Pension
- ❖ Life assurance
- ❖ 23 days holiday plus bank holidays (pro rata)
- ❖ Flexible working conditions
- ❖ Staff discounts

If you are interested in this position, please complete the application form and forward to eoffice@wiltonhouse.com

If you have any queries, please contact Sarah Lyne-Pirkis either by email eoffice@wiltonhouse.com or telephone 01722 746700

