



Calibre UK Ltd

Calibre was established in 1988 and is respected World-wide for providing image scaling technology for use with large LED video walls primarily used for Concerts, Award Ceremonies, Rental/Staging and Advertising and for image scalers for professional projection applications. Calibre is a highly effective OEM partner to many well-known companies in specialist markets, providing customised image scaling and processing solutions

As a market leader in innovation Calibre will continue to utilise its own in-house hardware and software design teams for all product development with technology centres in Bradford, UK and Hannover, Germany and its manufacturing facility in Bradford, UK. This enables Calibre to optimise product performance and retain an unusually high depth of technical knowledge of design and innovation.

The Parent Company is Coretronic Corporation with its Head office in Taiwan

Job Description

ACCOUNTS ASSISTANT

- Reporting to the Financial Controller
- Transaction processing within the Accounts Payable, Accounts Receivable and Nominal ledgers.
- Entering supplier invoices and reconciling supplier statements.
- Employee expenses
- Supplier payment runs in different currencies
- Use of online banking systems
- Daily bank reconciliations in multiple currencies
- Month-end closing
- Accounts analysis and reporting
- Scanning, filing and archiving
- Payroll, P11D, annual returns and related compliance
- Financial support as required by the Financial Controller

Candidate Specification

Qualifications

- AAT Qualified or part qualified ACA, ACCA, CIMA accountant

Experience and Skills

- Strong Excel
- Sage Accounts 50
- Previous experience in a similar position
- High energy and drive for results
- Good communicator, team player
- Must have flexible working attitude

CALIBRE UK LIMITED

CORNWALL HOUSE • CORNWALL TERRACE
BRADFORD • WEST YORKSHIRE • BD8 7JS
TELEPHONE: +44 (0) 1274 940 770
FACSIMILE: +44 (0) 1274 730 960
sales@calibreuk.com • www.calibreuk.com

REGISTERED IN ENGLAND No: 2549739