

KICK-START YOUR CAREER IN ACCOUNTANCY



Whether you are a school leaver or a graduate, Ellacotts can offer you an exciting start to your career.

Ellacotts are a Top 100 Accountancy Firm as ranked by Accountancy Age and we provide a range of services including audit, accounting, taxation and business advisory.

We provide the best possible training environment and have been accredited with

Silver Investors in People, and are a Platinum ACCA training practice. Our comprehensive training programmes will prepare you for the business world of tomorrow, and you will learn the practical aspects of accountancy whilst studying towards a choice of qualifications including AAT, ATT, ACCA, ACA or CTA.

What will you do?

We'll start you on accounts preparation from day one! You'll be assigned a workplace 'buddy' and be part of one of our specialist teams which are made up of Accounts, Audit and Tax professionals. The breadth and depth of work you will be exposed to will be much greater than many other practices as we firmly believe in a rounded and exceptional client experience which you will quickly be involved in.

You will combine study with the challenges of work with the full support of Ellacotts behind you.

We'll cover all training costs for your exam sittings which include courses both residential and online, books, exams and access to knowledgeable and supportive tutors.

You will be able to apply your studies in real life situations supporting our clients so your studies become relevant for you. You will also have the opportunity to assist on a broad variety of assignments which give you a chance to visit client premises and add value in many ways.

Earn while you learn

Throughout your qualification your pay will rise in line with your success and your salary should more than double by the time you complete your full qualification. In addition to competitive pay Ellacotts also offer:

- 22 days standard holiday
- Pension scheme with auto enrolment
- Flexible working hours
- Health insurance with a medical cash plan (after qualifying period)
- Life Assurance from day one
- Tax efficient Childcare vouchers
- A tax free bike (through our Cycle to Work scheme)
- Commission on new business gained
- Overtime either paid or time given in lieu
- Regular staff social events



Find your perfect role...

Becoming a trainee at Ellacotts is the perfect start to your career in accountancy.

Whilst we do provide a wide range of accountancy services across the board, over the years we have developed particular expertise in a number of sectors. Working in one of our specialist departments of Agriculture and Property, Corporate Services, Business and Tax Services or Tax and Wealth Planning means you'll have the opportunity to develop in a particular area which you find most interesting. Furthermore, you'll gain deeper understanding and knowledge of your chosen sector, enhancing your ability to deliver a high class service to clients.

Where do you see yourself?

Agriculture and Property



Corporate Services



Business and Tax Services



Tax and Wealth Planning



Want to find out more?

Visit our website to read more about the services we offer and to find out more about what makes us different to other accountancy firms.

JOIN THE AGRICULTURE AND PROPERTY TEAM

What do we do?

- We are market leaders in the agricultural sector and with over 40 experts, we are the largest team at Ellacotts.
- We work with a wide range of farmers, landowners and other agribusinesses to provide individually tailored taxation and accounting services including:
 - Succession planning advice
 - Accounts and tax return preparation
 - Property and land transaction planning
 - New venture or diversification
 - VAT, bookkeeping and payroll
 - Benchmarking

MEET SOME OF THE TEAM



Daniel Patterson | Trainee

When did you join Ellacotts? **May 2017**

"No two days are the same in the Agriculture and Property team, which means I am exposed to a variety of different tasks such as accounts preparation, tax returns and VAT returns for Partnerships, Sole Traders, Companies, LLP's and Trusts.

From day one of joining, Ellacotts have been very supportive and all the staff are incredibly welcoming. I feel having a number of Trainees at different levels of qualification is excellent as advice is never far away and others can relate to how you feel.

As well as completing office based work, we get the opportunity to meet clients, prospects and establish relationships with professional contacts such as solicitors, land agents and agricultural specialists at a number of country shows and agricultural events that we attend each year."



Claire Rigby | Director

When did you join Ellacotts? **April 2009**

"I joined Ellacotts having previously qualified as a Chartered Surveyor with a regional Chartered Surveying firm. Surveying was not for me and instead the lure of tax planning and accountancy lead me to Ellacotts. I retrained with the firm and qualified as a Chartered Accountant in 2012. In 2013 I was promoted to Assistant Manager followed by a promotion to Manager in 2014, and Director in June 2018.

I look after a wide range of agriculture and land owning clients. I also head up the firm's Equine team looking after a mix of stud farms, livery yards, event yards and horse traders. I have had a lot of involvement in large land development projects and, in particular, looking at the taxation issues of large land sales. On a daily basis I am involved with Capital Gains Tax and Inheritance Tax planning for our clients together with all aspects of accounts compliance work for a variety of rural clients from sole traders to family partnerships, trusts and farming companies."

Sounds like the role for you?
Head online to ellacotts.co.uk/trainees to apply.

JOIN THE CORPORATE SERVICES TEAM

What do we do?

- We provide a range of compliance and advisory services to support larger corporate businesses including:
 - Audit and assurance services
 - Business valuations
 - Company secretarial services
 - Exit strategies and succession planning
 - Financial modelling
 - International services
 - Outsourcing
 - Payroll
 - Pensions reporting
 - Strategic advice
 - Transaction support
 - Taxation advice for businesses
- We have considerable experience of guiding schools through the conversion into academies, including the preparation and audit of annual accounts.
- We also specialise in helping Charity organisations meet their compliance needs with audits and the preparation of accounts.



Ella Canoel | Trainee

When did you join Ellacotts? **June 2018**

"My typical day as a trainee in the Corporate Services department involves providing audit, accounting and tax services to a variety of corporate clients differing in sizes and industries.

Each week I am working on different projects, with different clients, which means no two days are the same. I am rarely based in the office all week, as we regularly visit clients' onsite to carry out audits and answer day to day queries. This is one of the great things about working in the Corporate Services department as you are constantly being challenged with a variety of work both in and out of the office and interacting with professional contacts and clients on a day-to-day basis.

Ellacotts is a great place to work and everyone has made me feel very welcome."



Charlotte Toemaes | Partner

When did you join Ellacotts? **April 2006**

"As a Partner in the Corporate Services department, I act for clients across a range of industry sectors, which consist of UK and international businesses and a wide range of charity, not for profit organisations and academy schools.

I joined Ellacotts as a trainee in 2006 from a national firm of accountants, and have progressed through the Corporate Services team becoming a Partner in June 2016. During that time, I have gained significant experience in providing auditing, accounting and business advisory services. I have also helped many schools through the academies conversion process and, as a chair of school governors myself, I have a detailed understanding and experience of the key conversion and ongoing issues facing academies.

Since qualifying, I have obtained the ICAEW Diploma in Corporate Finance. Alongside financial modelling and advisory work, I have significant experience in producing share valuations, which can be required for a variety of reasons, such as transactions, employee incentive schemes or expert witness reports.

Ellacotts is a truly great place to work and will reward hard work and commitment with excellent career development opportunities."

Sounds like the role for you?

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JOIN THE BUSINESS AND TAX SERVICES TEAM



What do we do?

- We help owner-managed and family run businesses with a wide range of services including providing traditional accounts, tax and VAT compliance.
- We assist them at any stage of the business journey from start-up advice to developing an exit strategy and everything in between.
- Our specialist cloud accounting team help with the installation and operation of cloud accounting software for small and medium sized businesses.



Aseeba Azher | Trainee

When did you join Ellacotts? **July 2017**

"I joined after graduating from Oxford Brookes University having studied Business and Management studies.

Some of my day to day tasks involve:

- Preparing annual accounts for a variety of small to medium sized businesses.
- Preparing Company Tax Returns and filing them to HMRC.
- VAT Returns - Calculating total sales and purchases, the amount of VAT owed, the amount of VAT that can be reclaimed and the VAT refund amount from HMRC.
- Speaking to clients to discuss any queries they may have relating to their accounts which can be both by email and phone calls.

We work in an open plan environment which helps to keep the team well connected and encourages everyone to communicate with individuals in other teams, which I enjoy."



Matt Dale | Trainee

When did you join Ellacotts? **June 2016**

"After graduating from Swansea University with a degree in Maths and Sports Science, I decided I wanted to join Ellacotts.

In my day-to-day role, I prepare statutory accounts for small to medium sized businesses and sole traders, along with their corresponding tax returns. On occasion, I also prepare personal tax returns. I enjoy the mathematical side of accounting as it gives me the chance to work with numbers and figures.

Ellacotts offers the constant opportunity to learn and progress up the career ladder, into different levels. After completing my AAT qualification, I am now studying towards my ACA qualification to become a Chartered Accountant."

Sounds like the role for you?

Head online to [**ellacotts.co.uk/trainees**](http://ellacotts.co.uk/trainees) to apply.

JOIN THE TAX AND WEALTH PLANNING TEAM



Callum Scobie | Trainee

When did you join Ellacotts? **July 2017**

"I am an ATT Tax Trainee within the Tax and Wealth Planning department. A large part of my role is to complete personal tax returns including the filing and billing of them."

I have found everyone at Ellacotts to be really welcoming and friendly and I have had lots of amazing work opportunities which is fantastic! From the first day I joined, I have received phenomenal mentoring which has helped me to complete a diverse number of challenging tasks for a variety of clients on a daily basis."



Laura Freeman | Trainee

When did you join Ellacotts? **June 2018**

"My role in the Tax and Wealth Planning team involves the preparation of tax returns for individuals, sole traders, trusts and partnerships along with share scheme reporting, VAT registration and options on land sales, advance clearance applications and tax advisory reports."

Ellacotts trainee accountant programme has benefitted me greatly as I am able to learn the practical aspects of working among tax professionals whilst also studying towards a recognised qualification."

I enjoy being a part of the Tax and Wealth Planning team as I get to work closely with other departments, as tax work is provided for clients across the firm."

What do we do?

- We provide independent and tailored financial advice for individuals, businesses, charities and trustees including:
 - Personal tax planning
 - Pensions and retirement planning
 - Wealth management
 - Property and land transaction planning
 - Residency and non-domiciliary
 - Inheritance Tax and estate planning

Sounds like the role for you?
Head online to ellacotts.co.uk/trainees to apply.

HOW THE PROCESS WORKS

1



Apply online at ellacotts.co.uk/trainees or send an email to Alice Taylor at ataylor@ellacotts.co.uk



2



If you're successful, you will then be invited to one of our Recruitment Days.



3



The Recruitment Day consists of interviews, tests and group activities to assess your academic, team working and communication skills.



4



The majority of trainees will be asked to start in July but the start date is negotiable.

Ready to start your accountancy career?

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