

📍 Glasgow (currently remote - fixed term contract)

£ Competitive salary

This is an exciting opportunity to join our team and work with the best known organizations in the world like Ford, Cisco and the NHS.

Our software helps our users to build your car more efficiently, get your deliveries to you on time and reduce how long you queue at shops and airports. We're even helping with the efforts around Covid so we can keep our loved ones safe. Simul8 is the fastest, most intuitive and effective simulation software on the market. Every day our users make rapid, confident decisions using our software. From saving millions in manufacturing costs, to transforming lives by improving healthcare delivery, organizations in every industry are driving transformative changes with Simul8.

We love what we do and we're serious about simulation - but we don't take ourselves too seriously. Our team are down to earth, friendly, open and transparent. Ready to join us?

What we offer

We have nurtured a genuine family feel within the Simul8 team and we like to balance our hard work with time to unplug, have fun and make time for ourselves and our loved ones. We do everything we can to make work a pleasure including providing a budget for your home office set up, a city centre hub for collaborating, regular social events and opportunities to develop your career and learn new skills. We also offer:

- A competitive salary and bonus scheme
- Remote and flexible working option
- Autonomous work environment
- Company pension scheme
- Family friendly environment including child care voucher scheme
- 31 days holiday a year (pro rata)

Who are we looking for?

We're looking for a bright, energetic and organised person who enjoys managing multiple activities under pressure, as well as giving the necessary attention to detail to build a successful career in finance. You:

- Are familiar with all accounting procedures
- Have a flair for numbers
- Are educated to at least HND level
- Thrive in a fast paced, dynamic environment
- Believe in the discipline required in the world of finance

including the strict adherence to procedures

- Can self manage to successfully deliver on very tight timescales where regulatory or internal deadlines leave no room for slippage
- Have a minimum of 2 years' experience working in finance
- Will be IT literate and have good knowledge of Excel
- Experience of Xero would be advantageous

What will you do?

The company will rely on you to continuously deliver accurate and detailed bookkeeping in a timely manner. By doing so, you will ensure we meet our statutory requirements as well as delighting our customers, suppliers and staff. You will be responsible for:

- Ensuring all our customers receive invoices for our products and services in a timely manner
- Promptly and efficiently dealing with all customer (internal and external) queries
- Working with our external payroll provider to process payroll each month and deal with any staff questions
- Managing supplier payments to ensure we process their invoices promptly and correctly
- Reviewing and processing expense requests from staff
- Reviewing bank statements daily and recording transactions accurately in the accounting system to reconcile debtors and creditors
- Setting up payments and management of bank details for beneficiaries.
- Monitoring and managing the balances for all bank accounts including the foreign currency accounts and arranging transfers when necessary
- Accurate and timely processing of all month end tasks including, Sterling and foreign bank account reconciliations, debtors and creditors control account reconciliations, and prepare and review the monthly Trial Balance
- Submitting timely VAT and PAYE returns

How to apply

We are looking for the best to join the best. If you are up to the challenge, send your CV to hireme@simul8.com.