

Trainee Accountant

Job Specification

1. Background

Mutual Energy owns and operates electricity and gas transmission infrastructure that provides vital links to the energy markets in Great Britain, improving the security of energy supply for Northern Ireland energy customers. Combined, these assets provide essential conduits for wholesale energy supply between Northern Ireland and Great Britain.

We manage £730m of assets, with an annual turnover in the region of £120m. We strive to maximise value for Northern Ireland's energy consumers. We manage our assets to the highest standards of safety, reliability, and efficiency, reducing operating costs, and delivering high levels of availability.

Due to growth to support our energy transition activities, we are seeking to appoint a number of Graduate Engineers.

2. Role

This is a full-time role with 3.5 year duration within the Finance and Compliance team reporting to the Senior Accountant. This varied role will provide support to the Finance and Compliance team, with the ability to get involved in the wide range of activities undertaken by the team.

The small team, currently with 6 employees, is responsible for providing a complete accounting, financial modelling and compliance resource for the 16 companies within the Mutual Energy group (total group revenue of c£120m and assets of c£730m at 31 March 2024). The team has a wide remit which includes: all financial statutory, regulatory and management reporting; treasury management; budgeting and cashflow forecasting; taxation; payroll and HR administration; development of and compliance with corporate governance systems including internal processes and controls; compliance with financing documents and regulatory licences.

Mutual Energy will support the Trainee Accountant to attain competency in the role and will be supported through their chartered accountancy exams under the Training in Business programme established by the Chartered Accountants in Ireland.

3. Typical areas of support

As a Trainee Accountant, you will have the following opportunities:

- As part of a small team you will get experience of the full range of accounting activities, with the ability to work closely with senior experienced accountants on a one-to-one basis, helping provide expert guidance and tuition.
- The Mutual Energy group is one of the few companies in Northern Ireland to have listed securities on the London Stock Exchange and you will be given the opportunity to gain practical experience in the unique reporting requirements associated with this.
- The group is governed by International Financial Reporting Standards rather than the less complex Financial Reporting Standards and you will have the opportunity to experience the different reporting requirements of these more onerous standards.

- We value flexibility within our accounting team and often allocate accountants to provide accounting support to major projects, such as large-scale IT projects or construction projects, allowing you to experience the interaction between professional project managers and the accounting reporting that underpins these leading-edge management techniques.
- The group adopts the UK Governance Code as its overarching structure and you will see first-hand how a complex risk management structure is operated and will have the opportunity to participate in the audit and assurance that we carry out in house and in partnership with external experts to satisfy the board as to the effectiveness of the internal control framework.
- The finance team is also responsible for the tax within the group and you will get direct experience of VAT and Corporation Tax and will be given the opportunity to be involved in all these areas throughout your training.

4. Essential criteria

- A minimum 2:1 degree in any discipline or Accounting Technicians qualification
- Strong attention to detail and emphasis on accuracy
- Bright and ambitious candidate with excellent communication skills
- A right to work in the UK

5. Key competencies

- Problem Solving
- Communication
- Team Working
- Organising and Planning
- Flexibility
- Self-motivation

6. Desirable criteria

- A minimum 2:1 degree in Accounting or a finance-related discipline
- Strong performance in 'A' levels
- Strong computer skills (Excel & Word)

7. Package

- Competitive salary (£27k)
- A 10% Bonus Scheme, based on company and individual performance
- A contributory pension up to 9.5% by the employer
- 25 days annual leave plus 11 statutory days
- Healthcare - private medical insurance is offered for the individual and family
- Critical illness cover
- Life assurance
- The company currently offer salary-sacrifice electric car lease & cycle to work schemes
- Chartered accountancy training programme fees paid by the employer
- Study leave provided:
 - CAP1 – 4 weeks plus exam days

- CAP2 – 4 weeks plus exam days
- FAE – 5 weeks plus exam days

8. Location

- Mutual Energy is based in Belfast, and these roles are office-based
- Non-contractual hybrid-working model, with staff expected to be working from the office for a minimum of two working days per week, subject to particular work requirements
- Staff are expected to be flexible. For example, 'face to face' meetings may require their presence in the office more frequently
- A degree of travel across the UK, Ireland and Europe can be expected with these roles

9. Hours of work

Standard hours of work are 9 am – 5 pm, although a higher degree of commitment and flexibility may be required to meet deadlines.

10. Notice period

3 months for employer or employee.

11. Probation period

6 months.

12. Applications

To apply for this position please submit your CV, either through NI Jobs, through the university portal where this job has been advertised or via email to recruitment@mutual-energy.com, specifying which role(s) you are applying for

Applications close on **Tuesday 18th March 2025**.

We are also holding drop-in events at Queens University and Ulster University where anybody who is interested in applying for the roles can come and ask questions and find out a bit more about Mutual Energy. Please feel free to drop by at the following locations and times:

- Queens University Belfast, One Elmwood Student Centre, main foyer on Monday 10th March 2025 from 11am until 2.30pm
- Ulster University Belfast, event location and time to be confirmed – please keep an eye on Handshake and our LinkedIn page for further details of any events over the next few weeks: <https://www.linkedin.com/company/mutual-energy>