

BOOKKEEPER

Due to continued expansion, a position has become available for a bookkeeper in our Cupar office

The position involves inputting data into Sage, Xero and Quickbooks including reconciliation, VAT Returns and meeting deadlines with HMRC. Experience is preferred.

This is a full time position but part time would be considered for the right applicant. Excellent keyboard, good communication and organisational skills, a friendly manner and an interest in dealing with people would be distinctly advantageous.

Applications to Lynn Woodcock :

James Hair & Co, Chartered Accountants

59 Bonnygate, Cupar, Fife KY15 4BY

146 South Street, St Andrews,

Fife, KY16 9EQ

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