

**OTBP LIMITED****#JOB-2431759****199 Phibsborough Road, Phibsborough,
Dublin 7, D07 A0X2****No of positions : 1****Paid Position****39 hours per week****34000.00 Euro Annually****29/01/2026****26/02/2026**

How to apply

Application Method :

Please apply to the vacancy by the following means:

Email : teresa@bodytonicmusic.com



Open your camera
app & point here
to view this ad
online



Accounting Technician

Application Details

In order to work in Ireland a non-EEA National, unless they are exempted, must hold a valid employment permit. Please review the [Eligibility and requirements for an employment permit](#) if you are unsure of your eligibility to apply for this vacancy.

Job Description

Accounting Technician required to work with Bodytonic Music Limited located at 199 Phibsborough Road, Phibsborough, Dublin 7. The applicant must have at least 1 year of experience in a similar role. Duties include: 1. Maintaining profit and loss accounts, budgets, cash flow forecasts and other accounting records; 2. Producing, collating and reporting financial information for managers; 3. Liaising with clients to ensure that payments are made on time and credit limits are not exceeded; 4. Ensuring invoices and payments are correct and sent out on time; and 5. Monitoring accounting systems to determine accounts are being maintained effectively and providing information on accounting practices to auditors. Salary: €34,000 per annum. Hours: 39 per week. Please contact Teresa at teresa@bodytonicmusic.com

- **Sector:** financial and insurance activities

Career Level

- Experienced [Non-Managerial]