



K&P INTERNATIONAL CONSULTING  
LIMITED



#JOB-2439414



KELMER, Suite 4.01, Ormond Building, 31-36  
Ormond Quay Up, Dublin 7, D07 F6DC



No of positions : 1



Paid Position



37.5 hours per week



36610.00 Euro Annually



20/03/2026



17/04/2026

## How to apply

### Application Method :

Not available



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



## Accounting Technician Assistant

### 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

K&P INTERNATIONAL CONSULTING LIMITED is looking to hire a permanent Accounting Technician Assistant ; role commencing from 20/04/2026 for a salary of 36610 euros annually.

Job description of the role:

Do transaction entries for all receipts, payments, and other financial data.

Prepare the end of month payment run and ensure compliance with procedures.

Prepare bank reconciliations and analyse cash transactions.

Post journal entries to ledger accounts.

Prepare monthly trial balances and cash flow statements.

Maintain accounts payable and accounts receivable listings on an ongoing basis.

Perform accounting administration duties.

Manage and process staff time sheets.

Support other day to day financial activities.

Perform other duties as required.

Cover for any finance team member on leave.

Experience in using CRM systems to accurately log client issues and the steps are taken to resolve.

Face to face customer training experience.

Basic knowledge of IT infrastructures and Microsoft SQL.

Studied English, Accounting at a Leaving cert level or higher.

- **Sector:** financial and insurance activities

### Career Level

- Entry Level