



Mason Technology



#JOB-2449461



Multiple Locations



No of positions : 2



Paid Position



35 hours per week



37000.00 Euro Annually



27/05/2026



24/06/2026

How to apply

Application Method :

Please apply to the vacancy by the following means:

Email : ncarwood@masontec.ie

URL :

<https://ie.indeed.com/job/accounting-technician-69451958bd5ddf06>



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



Accountant 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

Multiple Locations :

- MASON TECHNOLOGY, 228 S Circular Rd, Saint Catherine's, Dublin 8, D08 DX8P
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Mason Technology is a wholly owned Irish company established in 1780, the principal activities are the distribution and supply of analytical, laboratory and weighing instruments and offers a comprehensive after sales service.

Mason Technology Limited

228 South Circular Road

Dublin – Dublin – Ireland - D08 DX8P

Mason Technology is recruiting an Accountant Technician to join the finance Team.

Details:

Full-time

35 hours per week

Monday to Friday

Salary: Up to €37,000 depending on experience

The Role

The successful candidate will work alongside the Financial Controller to maintain accurate accounting records, complete routine reconciliations, and carry out month end close tasks. The role also involves regular interaction with teams managing Accounts Payable and Accounts Receivable, as well as communication with internal and external stakeholders.

Key Duties and Responsibilities

Perform bank reconciliations and reconcile supplier, customer, and intercompany accounts, resolving outstanding items.

Prepare and post journals, accruals, and prepayments for the month end close.

Maintain and reconcile general ledger accounts, ensuring accuracy and consistency of financial data.

Prepare VAT returns and ensure compliance with Irish Revenue reporting requirements.

- Liaise with the Accounts Payable and Accounts Receivable teams to ensure accurate transaction processing.

Maintain the fixed asset register, including depreciation updates and asset tracking.

Produce monthly performance analysis, including basic budget comparisons.

Contribute to audit preparation by compiling schedules and required documentation.

Ensure financial documentation is filed, organised, and compliant with internal procedures.

Monitor outstanding balances and follow up on discrepancies as required.

Carry out the preparation of weekly or monthly internal reports and additional finance related tasks required for day to day operations.

Qualifications, Knowledge and Skills Required

A relevant technical qualification or degree in accounting or finance is required.

Part qualified ACA/ACCA (desirable but not required).

1–2 years of relevant experience in accounting or finance is required.

Background in financial reporting, basic analysis, and reconciliation skills.

High proficiency in Excel

Experience with ERP systems, particularly Oracle NetSuite, is considered an advantage.

What's Important to Us

Ability to collaborate effectively with colleagues and stakeholders.

Strong organisational skills and attention to detail.

Ability to manage workload and meet deadlines independently.

Fluent/highly proficient in spoken and written English

What Mason Offers

20 days annual leave

Education and training assistance (subject to company policy).

Pension scheme available immediately

- **Sector:** professional, scientific and technical activities

Career Level

- Entry Level