



BSS BUILDING STAFF SOLUTIONS LIMITED



#JOB-2464693



Merchants House, 27-30 Merchant's Quay,
Dublin 8, D08 K3KD



No of positions : 1



Paid Position



40 hours per week



37000.00-38000.00 Euro Annually



19/08/2026



16/09/2026

How to apply

Application Method :

Not available



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Accounts Analyst

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

As an Accounting Analyst, you will play a key role in strengthening the organisation's financial controls, reporting quality and operational efficiency. You will work closely with finance, payroll, operations and senior leadership to ensure accurate accounts, compliant payroll cycles and timely financial analysis.

Key Responsibilities

- **Financial Reporting** — Prepare and analyse management accounts, cash flow forecasts and monthly financial packs using QuickBooks. Support accounts and ledger reconciliations, ensuring accuracy and audit readiness.
- **Payroll Analysis** — Oversee weekly and monthly payroll cycles (Sage), validate timesheets, reconcile charge out rates and ensure compliance with Revenue requirements (Child Benefit [CB1] forms, Sick pay [SP2] forms, Loss of Earnings certificates, employer declarations).
- **Accounts Receivable & Invoicing** — Verify payroll data with sales teams, cross check timesheets, issue invoices, monitor debtor ageing and proactively manage collections to maintain strong cash flow.
- **Compliance & Insurance Forecasting** — Calculate insurance turnover forecasts, monitor policy compliance and support external audit requirements.
- **Cost & Inventory Analysis** — Conduct monthly provisions, analyse unbooked costs, support FP&A forecasting and lead periodic inventory audits to ensure 100% stock accuracy.
- **Data & Reporting Automation** — Build Excel based dashboards, automate reporting workflows (Macro, pivot tables, lookups) and streamline financial processes for improved efficiency.

Qualifications & Experience

- Master's degree in Finance/Accounting or related field (2.1 or above preferred).
- 2–3 years experience in accounting / finance based roles.
- Hands on experience with QuickBooks, Sage Payroll and Microsoft office.
- Strong understanding of payroll regulation, Revenue documentation and compliance.

Ideal Candidate

You are a meticulous, analytical finance professional who enjoys solving problems, improving processes and working cross functionally. You bring strong numerical accuracy, excellent communication skills and the ability to translate financial data into meaningful business insights.

Location and hours

Office based position in Dublin 8

Monday to Friday 8AM to 5PM

- **Sector:** financial and insurance activities

Career Level

- Experienced [Non-Managerial]