



OSK AUDIT LIMITED



#JOB-2471587



Block P4A/B/C East Point Plaza, Eastpoint

Bus Pk, Dublin 3, D03 E5R6



No of positions : 1



Paid Position



37.5 hours per week



45000.00-55000.00 Euro Annually



23/09/2026



21/10/2026

How to apply

Application Method :

Please apply to the vacancy by the following means:

Email : advice@osk.ie



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



Part Qualified Accountant - Property Team

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

OSK, a Dublin-based audit firm, is seeking a Part Qualified Accountant to join its Property Audit Team, working across a varied portfolio of property and client accounts. The role involves examining financial records, testing internal controls, and verifying legal compliance to ensure accuracy, efficiency, and confidence in financial reporting.

Key Responsibilities

- Manage the full lifecycle of expenditure certificate preparation, including data collection, reconciliation, technical review, and finalisation, ensuring compliance with relevant accounting standards and internal audit methodologies.
- Lead audit fieldwork across a diverse client portfolio, including risk assessment, planning procedures, documentation review, and substantive testing.
- Test internal controls and verify legal and regulatory compliance across client engagements.
- Identify, investigate, and resolve discrepancies in financial data, supporting conclusions with well-documented evidence.
- Prepare and review audit working papers and supporting documentation using Caseware, ensuring adherence to audit structure and quality standards.
- Manage multiple client engagements simultaneously, prioritising workloads to meet strict reporting deadlines.
- Liaise directly with property managers, clients, and colleagues to request, clarify, and present financial information clearly and professionally.
- Contribute to the continuous improvement of audit processes and documentation standards within the team.

Requirements

- Minimum of 3 years' experience in property audit or a related accounting/audit role.
- Part-qualified ACCA student nearing completion of the qualification.
- Demonstrated experience managing multiple client accounts and audit engagements concurrently.
- Strong proficiency in Microsoft Office, particularly Excel, Word, and Outlook.

- Working knowledge of Caseware or similar audit software.
- Excellent analytical, organisational, and time management skills.
- Strong written and verbal communication skills.

- This vacancy is suitable for Remote/Blended working
- **Sector:** professional, scientific and technical activities

Career Level

- Not Required