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# Motionhouse

## **Finance Officer (part time)**

£26,000 (pro rata) for 12 hours per week/flexible hours available  
Based in Leamington Spa, Warwickshire

We are now seeking an experienced Finance Officer. Your role will be to develop and maintain all financial systems including sales and purchases, cash and banking, wage roll and VAT, preparation of quarterly management accounts and year end accounts ready for audit.

You will have experience with QuickBooks or similar and a good working knowledge of Microsoft Excel.

You should ideally be a qualified bookkeeper or accountant although candidates qualified by experience will also be considered.

The successful candidate will be part of a friendly and supportive team at the heart of one of the UK's foremost dance theatre companies.

Full details and application packs are available to download at [www.motionhouse.co.uk/news](http://www.motionhouse.co.uk/news) or requested via email from [mezze@motionhouse.co.uk](mailto:mezze@motionhouse.co.uk)

Tel: 01926 887052

**Closing Date for Applications: 12.00 Noon Monday 22 March 2010**

**Interviews: Thursday 25 March 2010**

Motionhouse champions equality and aims to create a culture that respects and values diversity.