# Assistant Accountant
## LEVEL 3

**LMP EDUCATION**
TRAINING PROVIDER

| 3 | | | | | AAT |
|---|---|---|---|---|---|
| LEVEL 3 ADVANCED | TYPICAL DURATION 18 MONTHS | TRAINING METHOD BLENDED | ASSESSMENT METHOD PORTFOLIO & EXAMS | FUNDING VALUE £12,000 | EPA ORGANISATION AAT |

## COURSE OVERVIEW
**CARRYING OUT ROUTINE FINANCIAL ACTIVITIES AND SUPPORT FOR BUSINESSES AND ORGANISATIONS OF ALL TYPES AND SIZES.**

### ROLE PROFILE
An Assistant Accountant provides support to internal and external customers and will work predominately either as an assistant accountant within practice or alternatively within the finance function of an organisation. Part of their role will involve assisting in the day to day financial activities such as data entry to month end management accounts and/or year-end financial statements.

### TYPICAL JOB ROLES
Assistant Accountant / Trainee Accounting Technician / Accounts Clerk / Cashier Finance Assistant / Purchase Ledger Clerk / Sales Ledger Clerk.

### PROGRESSION ROUTES
Upon completion of this programme potential progression routes could include Audit Trainee, Corporate Recovery Analyst, Credit Controller, Tax Accountant or Level 4 Professional Accounting Apprentice (AAT).

### QUALIFICATIONS INCLUDED
Assistant Accountant Level 3 Standard

AAT Level 3 Advanced Diploma in Accounting

### MEMBERSHIPS
Affiliate whilst on programme

aat

**MORE PROGRAMME INFORMATION**

### VALUE ADDED OPTIONS RECEIVE 10 CERTIFICATES

Typically including
GDPR
Career Development Essentials
Personal Development for Success
Developing Personal Confidence and Self Awareness
Communicating with Others at Work
+ 5 others from The Skills Network

## WHAT TO EXPECT FROM LMP EDUCATION

- Dedicated account management and recruitment
- Leading nationwide apprenticeship training provider
- Specialists in the education, training and business sectors
- Delivering vibrant, engaging learning for all learners
- Blended and remote teaching and learning
- Tailored learning plans for each individual
- Experienced tutors and delivery support team
- Designated safeguarding officers, policies and procedures

## ContactUs

WWW.LMPEDUCATION.ORG

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