



## Finance Apprentice with M&G Plc

Employer: M&G plc

Posted By: BPP Professional Apprenticeships

### General Information

**Location:** London, EC3M 5AG

**Total Vacancies:** 1 **Hours Per Week:** 35.00

**Hourly Wage:** £11.49 **Weekly Wage:** £402.15

**Short Description:** We are seeking a highly motivated and conscientious Apprentice who is interested in working in the Income Team within our Financial Reporting M&G function. The successful applicant will be involved with processing of invoices, accruals, raising rebate payments and supporting the team with a range of accounting tasks and analysis. This Apprenticeship will give successful candidate a practical introduction to the management and operation of an investment firm, while providing early exposure to a range of business experiences.

#### Full Description:

M&G is committed to a diverse and inclusive workplace. Our role as an employer is very simple – to provide the right environment for talented people to do their best work, by respecting, understanding and valuing individual differences.

Finance Income Team

The Finance Income Team is responsible for all aspects of accounting and processing of revenue and associated client rebates across all business areas. The Team ensures clients are billed correctly, rebates are paid on time and the income is correctly recorded in the accounts. We work closely with other teams across the business. Our processes use different applications and systems.

As a Finance Income Apprentice, your duties will include:

- Production and issuance of invoices
- Ensure appropriate sign off for all invoices
- Assist with the production of month end accruals
- Preparation of Investment Management Agreement review
- Raise payment requests for rebates
- Prepare balance sheet reconciliations
- Participate in monthly income review meetings with finance business partners
- Assist the Finance Income Team with ad hoc analysis requests
- Support new business initiatives

#### Future Prospects:

This is a fixed term contract for 18 months upon which the business may decide to retain, subject to the Apprentice performance, headcount and available funding. If recruited into a permanent role, the individual will follow the career progression applicable to the specific role/department.

#### Employer Description:

About M&G plc

M&G plc is an international savings and investments business, managing money for both individual savers and institutional investors in 28 markets. As at 30 June 2020, we had £339 billion of assets under

management and administration, around 5 million retail customers and more than 800 institutional clients.

With a heritage dating back more than 170 years, M&G plc has a long history of innovation in savings and investments, combining asset management and insurance expertise to offer a wide range of solutions. We serve our savings and insurance customers under the Prudential brand in the UK and Europe and for asset management in South Africa, and under the M&G Investments brand for asset management clients globally.

At M&G our vision is: to become the best loved and most successful savings and investment business and we're looking for people who are excited about joining us on our journey.

To help us achieve our vision we're looking for exceptional people who live our values and behaviours:

- Inspire Others - Support and encourage each other, creating an environment where everyone can contribute and succeed
- Embrace Change - Be open to change, willing to be challenged and able to adapt quickly and imaginatively to new ideas
- Deliver Results - Focus on outcomes, set high standards and deliver with energy and determination
- Keep it Simple - Cut through complexity and bureaucracy, be clear and decisive and never over complicate things

We know that an inclusive environment makes us more accessible and ensures we attract, engage, promote and retain exceptional people. We welcome applications from all individuals regardless of age, gender/gender identity, sexual orientation, ethnicity/nationality, disability, or military service and welcome those who have taken career breaks. We will consider flexible working arrangements or home working arrangements for any of our roles

**Employer Website:**

<https://global.mandg.com/>

**Training Provided:**

As an Accountancy Apprentice with BPP, you will complete the Professional Accounting/Tax Technician Apprenticeship at Level 4 with CIMA qualification. The Apprenticeship will be completed at a BPP centre or via the Online Classroom platform, in addition to at the workplace.

**Duration:**

18 months fixed term contract

**Skills Required:**

- Good communication skills, both written and verbal
- High level of accuracy and good attention to detail
- Ability to prioritise and meet deadlines
- Moderate understanding of MS Office (Word, Outlook)
- Strong Excel spreadsheet skills
- A proactive team player who is confident about working independently
- Logical and analytical approach coupled with intelligence, passion and a drive to learn

**Personal Qualities:**

- We are looking for confident individual with a positive outlook, can-do attitude and aspiration to want to progress
- The successful applicant will have a genuine interest in career in the Accountancy or Finance

- Applicants who succeed with us are self-motivated, capable of building and maintaining relationships and work effectively as part of a team
- The successful applicant will have an inquisitive and analytical mind and an efficient approach

Desired but not essential:

- Experience of an office or business environment

**Qualities Required:** As a minimum, candidate will have 2 A Levels in Maths or Accountancy or Economics (Grades C+) or 5 GCSEs with grades in English 5+ and Maths 8+

**Other Information:** Please make sure that you have uploaded a copy of your CV to the 'Documentation' section of your profile. Within your CV, please give a full breakdown of all your achieved and/ or predicted qualifications (incl. subjects and grades). Please ensure that you apply for the position as soon as possible to avoid disappointment. The closing date is a rough guideline as to when an advert will close. The advert may close before the given closing date if the employer has filled the position(s).

**Closing Date:** 16/04/2021

**Start Date:** 20/09/2021

**Interview Date:** May/June 2021

**Please apply via this link:** <https://www.bpprecruitment.co.uk/Search/Job?id=127002&asid=147>