

Job Description

Job Title:	Audit Associate
Department:	Audit
Reporting To:	Supervisors and Audit Managers
Contractual Hours:	09:30 to 18:30, although times may vary depending on client needs

About the firm

HaysMac is an award-winning firm of chartered accountants and tax advisors, with almost 40 partners and over 500 staff, providing advice to entrepreneurs, fast-growing and owner-managed businesses, charities and not for profit organisations across the UK and internationally. From our trainees to our partners, our culture of support and progression means we grow together as one firm to best help our clients.

We are a top 20 London based accountancy firm, a leading member of MSI Global Alliance, and advisers to some of the UK's most exciting businesses and charities. Our team of over 500 people all work together in our modern office located in London, and our new flagship South African office in Cape Town.

The role and responsibilities

Our graduates are our future leaders – the people who will provide new perspectives and help the business adapt to the changing global needs of clients. So that we grow together, graduates receive every opportunity to progress, including access to personal development, professional training and qualifications, alongside mentoring and support from both peers and leaders.

From day one in our Cape Town office, you will be working on challenging and exciting engagements in one of our five sector teams: Creative Media and Technology, Property, Hospitality, Financial Services and Social Purpose. You will be a part of a close-knit graduate cohort, based in our UK and South African offices, full of self-starters, problem-solvers and collaborators, who strive to continually enhance their skills and knowledge.

Over the course of your 3.5-year training contract, you will have access to personal development and high-quality training whilst working towards your internationally recognised ACA professional qualification, alongside mentoring and support from peers and leaders alike. You will be assigned a line manager and a buddy from day one to support your career and development, and help you transition into the world of work.

We host events to keep the right balance between work and play. From our Christmas party to events as part of our Connect initiative such as our regular office social- and team building events, we pride ourselves on making time for one another. We give you the opportunity to support local communities through our Corporate Social Responsibility ("CSR") programme. This is the heart of



INTEGRITY

- We operate in a trustworthy and straightforward manner.
- We are honest, objective and sincere.
- We comply with and uphold professional requirements and obligations.
- We do "the right thing" at all times.



COLLABORATION

- We respect everyone and value their contributions.
- We act in an inclusive manner, sharing ideas, opportunities, successes and experience.
- We trust one another.
- We are communicative, consultative and accessible.



EMPOWERMENT

- We are confident in our expertise, delivery and knowledge.
- We understand that trust and responsibility go hand-in-hand.
- We have the flexibility and freedom to perform and recognise that "one-size" does not fit all.
- We have the independence to achieve our full potential.



DYNAMIC

- We challenge the status quo and champion progress.
- We search out and embrace new ideas and technology.
- We are open to change and new solutions.
- We learn from our experiences to improve.

what we do, allowing us to work with our clients, employees, and other stakeholders to carry out this mission and reduce our impact on the environment.

We are looking for candidates who want to kickstart their career in Audit by being exposed to a wide range of UK and international clients. Our firm values are very important to us, and hopefully aligned with your own. You will be motivated by having hands on experience working with clients, as well as collaborating with Seniors, Managers, Directors and Partners across both the UK and South Africa offices. In return, we offer a supportive environment whereby working together with you, we can propel your personal and professional development for a successful career in Audit at HaysMac.

The Candidate

Person Specification

- Flexible work attitude, pro-active team player;
- Great communication skills;
- Ability to work well under pressure and adhere to tight deadlines;
- Able to learn, adapt and pick things up fast;
- Good interpersonal skills;
- Good telephone manner;
- Strong written proficiency;
- Excellent integrity and ethical standards.
- Currently residing in, or planning to relocate to, the greater Cape Town metropolitan area.

Academic Requirements

- Recent University graduate (or expecting to graduate by December 2025) in BComm Accounting, BComm Financial Accounting or BComm Management Accounting.
- Recent University graduate (or expecting to graduate by December 2025) in BComm Accounting Honours, BComm Accounting Honours, or similar programme. (Welcome, but not a prerequisite)

Everyone is welcome to apply for our roles, and we are determined to ensure that no applicant or employee receives less favourable treatment because of gender, race, disability, sexual orientation, religion, belief, age, marital status, background, pregnancy, or caring responsibilities. We also recognise the importance of diversity of thought within our teams and are fully committed to embracing the talents of people with autism, dyslexia, ADHD, and other forms of neurocognitive variation.

We will always seek to make appropriate adjustments to recruitment, workplaces, and work processes to be fully inclusive to people with different needs and working styles.

If you need us to make any reasonable adjustments for you from application onwards, please email SArecruitment@haysmac.com



INTEGRITY

- We operate in a trustworthy and straightforward manner.
- We are honest, objective and sincere.
- We comply with and uphold professional requirements and obligations.
- We do "the right thing" at all times.



COLLABORATION

- We respect everyone and value their contributions.
- We act in an inclusive manner, sharing ideas, opportunities, successes and experience.
- We trust one another.
- We are communicative, consultative and accessible.



EMPOWERMENT

- We are confident in our expertise, delivery and knowledge.
- We understand that trust and responsibility go hand-in-hand.
- We have the flexibility and freedom to perform and recognise that "one-size" does not fit all.
- We have the independence to achieve our full potential.



DYNAMIC

- We challenge the status quo and champion progress.
- We search out and embrace new ideas and technology.
- We are open to change and new solutions.
- We learn from our experiences to improve.