The New National Accounting Technician Apprenticeship

Accounting Technicians Ireland is the leading professional body for Accounting Technicians on the island of Ireland. With offices in Dublin and Belfast, and strong links with Chartered Accountants Ireland and other professional accountancy bodies, we supply high-calibre Accounting Technician graduates to industry, practice and the public sector. Many progress to the highest levels in their field. We have 10,000 students and members across the Island of Ireland.

Applicants: Earn at least €18,000 per annum on this new, practical pathway to a career in accountancy

This new National Apprenticeship leads to a Level 6 QQI Advanced Certificate in Accounting and provides school-leavers with a practical alternative to the traditional full-time college route.

The programme is also open to mature learners and ‘role changers’, or non-accountancy staff of registered employers* who would like to move into an accountancy role.

* A ‘Registered Employer’ is any organisation which has been approved by both ATI and SOLAS as a programme participant.

Employers: Join organisations in industry, practice and the public sector on this innovative programme

The Accounting Technician Apprenticeship allows organisations in industry, practice and the public sector to diversify their workforce as they participate in a modern and innovative approach to training talent.

We are pleased to participate in the Accounting Technician Apprenticeship programme. It provides another avenue to individuals looking to start a successful career in accountancy which is both practical and supportive. This new accountancy apprenticeship blends professional studies and exams with practical work experience which is very beneficial to both the student and the firm.

Niamh Dowling,
HR Assistant Manager
A modern programme for today’s business demands

Demand for Accounting Technicians continues to grow apace. Accounting Technicians Ireland graduates are working in practice, construction, financial services, IT, manufacturing, professional services, NGOs, medical and many other sectors which are experiencing rapid growth as the economic recovery continues.

Accounting Technicians Ireland’s graduates have the skills to perform accounting tasks including bookkeeping, accounts preparation, expense and VAT analysis, reporting and credit control, as well as specialist tasks in areas such as tax, audit and payroll.

The Accounting Technician Apprenticeship has been developed to meet business requirements and is mapped directly to the Accounting Technician Occupational Profile.

**Working with a range of Registered Employers and Partner Colleges around the country, Accounting Technicians Ireland delivers the first and only National Apprenticeship in the field of accountancy.**

Working in industry, practice and the public sector, and studying in local colleges, Accounting Technician Apprentices will develop critical accounting knowledge and theory – and then put this into practice in the work environment.

Accounting Technician Apprentices are mentored in both the workplace and the college, as they work towards achieving an in-demand qualification over the two-year programme.

**Accounting Technician Skills**

- Bookkeeping and Accounting Systems
- Accounts Preparation
- Conceptual and Regulatory Frameworks
- Financial Statements
- Business Functions and Management
- Business Ethics, CSR, Law and Corporate Governance
- Tax Administration, Tax Management, Personal Taxation, PAYE, VAT
- Payroll, Spreadsheets and Budgeting
Five reasons why Ireland’s budding accountants are signing up for this programme...

1. The Accounting Technician Apprenticeship is a practical, fully funded programme that pays a minimum of €18k as you work to achieve a Level 6 QQI Advanced Certificate Award in Accounting over two years.

2. If you want a career in accountancy and prefer practical learning to full-time college study, this programme is for you.

3. You will work four days a week with an employer in industry, practice or the public sector, and study one day a week with a local college.

4. You will put your learning into practice every day, with mentor support in both the office and the classroom.

5. You will graduate as a fully qualified Accounting Technician with two years’ solid work experience and a pathway towards becoming a fully qualified accountant.

As a long-standing Partner College delivering Accounting Technicians Ireland’s qualification, we are very excited about the prospects for the Accounting Technician Apprenticeship. Both employers and apprentices will benefit greatly from this practical programme and we look forward to giving participating school-leavers and mature learners every support in their studies.

Nick O’Callaghan, College Programme Manager, Cork College of Commerce
You earn our in-demand qualification and can go on to further study. You graduate as a professional Accounting Technician with a world of career opportunities and life-long support as a full fledged Member of our Community of Practice.

* For Leaving Certificate students 2017 and 2018, this is 310 CAO points and at least an O5 grade in English and Maths or Accountancy. For those who sat the Leaving Cert in the previous three years, this is 300 CAO points and a D3 in Ordinary Level English and Maths or Accountancy. See our website for full eligibility requirements.

The Accounting Technician Apprenticeship is perfect for:

- Leaving Certificate students and other school-leavers (18-22 years old) who prefer practical training to full-time academic study and students who thrive in an environment where they are putting learning into practice every day.
- Mature learners (aged 23 years or above) who are looking to change career or move into a finance role.
- Employees who are working with one of our partner employers and who wish to move into a finance role.

Full details on the programme and how to apply are available on our website, www.accountingtechniciansireland.ie, including:
The apprenticeship is a logical fit for Mazars as Accounting Technicians are an essential part of our team. The combination of classroom learning with practical workplace training ensures that, when qualified, the apprentice will be equipped with all the necessary skills to progress as far as they want to within our team.

Jennifer Kelly,
Manager, Financial Management and Outsourcing Services
Employers: How will your company benefit?

The skills, knowledge and competencies obtained by Accounting Technician Apprentices means graduates are capable of filling all kinds of accounting and finance roles, in all sectors of the economy.

Our talented graduates provide cost-effective staffing solutions for industry, practice and the public sector in a tight recruitment market.

The Accounting Technician Apprenticeship is tailor-made for organisations that need well-skilled, committed and loyal accounting and finance staff with the capacity to develop their career to a senior level.

Candidates will bring significant value to your organisation as they progress through the programme from beginner to fully qualified Accounting Technician.

Other benefits of the Accounting Technician Apprenticeship:

- Increased employee retention resulting in a productive and positive workplace
- College learning is applied to specific job requirements of the role
- Learning from the bottom up, employees develop an excellent understanding of the business and can bring this into future management roles
- The programme prepares apprentices to meet the challenge of future developments in their occupation and workplace by providing them with relevant skills, knowledge and competencies

The programme offers the apprentice the opportunity to gain high quality teaching and learning and the college experience while at the same time acquiring a leading professional qualification through work-based learning. They’ll embed and strengthen the skills they acquire through their practical experience of work.

Jean FitzGerald,
Principal, Coláiste Íde
Five reasons employers are coming on board...

1. The Accounting Technician Apprenticeship is a modern, practical route to a career in accountancy where employers recruit apprentices on a two-year, earn-as-you-learn programme.

2. We source high-calibre individuals interested in a career in accountancy, and employers select the candidates who best fit their employment requirements.

3. Employers can tap into a vast talent pool to diversify their workforce and ensure their organisation has a skilled body of staff for accountancy and finance roles.

4. Employers can grow and nurture talented participants with the potential to become versatile accountants with wide-ranging skills, and boost employee retention.

5. The Accounting Technician Apprenticeship leads to a Level 6 QQI Advanced Certificate in Accounting and is a National Apprenticeship funded by SOLAS. Employers pay no training fees or costs for the duration of the programme.

The Accounting Technician Apprenticeship has been developed to meet business requirements and is mapped directly to the Accounting Technician Occupational Profile.
You should be in a position to:

- Offer the apprentice a two-year contract which pays at least the minimum wage (€18,622*)
- Meet all of the requirements on the ‘Employer Suitability to Train’ form, sign an agreement with ATI and agree to comply with the SOLAS Code of Practice
- Ensure that the role offers participant exposure to all elements of Accounting Technicians Ireland’s two-year programme
- Appoint a suitably qualified workplace mentor

* Correct as at January 1, 2018.
You can offer candidates a higher wage at your discretion.

You can retain your fully qualified Accounting Technician, release them, or offer them the chance to continue their studies with a professional accountancy body

* Eligibility and screening processes are detailed at www.accountingtechniciansireland.ie. You have the discretion to enhance the entry requirements beyond the minimum academic standards.

** You are free to commence the contract before the programme start date, however the contract must run for the entire duration of the apprenticeship programme.
Career pathway

**Progress to Further Study**
- Pathway to full qualification in accountancy by exemptions from professional accountancy bodies
- Advanced entry to relevant third-level degrees

**Fully Qualified Accounting Technician (MIATI designation)**
- Work in industry, practice or private sector as fully qualified Member of Accounting Technicians Ireland (MIATI)

**Advanced Certificate in Accounting (Level 6 award on the NFQ)**

**Accounting Technician Apprentice (Stage 1)**
- Applicant Type: School-leaver (18 - 22 years)
- On-the-job and off-the-job training modules:
  - Financial Accounting
  - Taxation
  - Law & Ethics
  - Business Management

**Accounting Technician Apprentice (Stage 2)**
- Applicant Type: Mature student (over 23 years)
- On-the-job and off-the-job training modules:
  - Advanced Financial Accounting
  - Advanced Taxation
  - Management Accounting
  - Integrated Accounting Systems

**Fully Qualified Accounting Technician (MIATI designation)**
- Work in industry, practice or private sector as fully qualified Member of Accounting Technicians Ireland (MIATI)
We are now accepting applications for the Accounting Technician Apprenticeship, commencing September 2018, in partnership with the following colleges and at these locations:

- Blackrock Further Education Institute
- Bray Institute of Further Education
- Coláiste Íde College of Further Education, Finglas West
- Cork College of Commerce
- Monaghan Institute
- Rathmines College of Further Education
- Waterford College of Further Education
- Galway City (subject to demand)
- Tullamore (subject to demand)

We are holding a series of Open Days for employers, applicants and guidance counsellors at various locations nationwide.

Please check our website for details of dates:
www.accountingtechniciansireland.ie

For further information:
☎ Accounting Technicians Ireland, 01 649 8126
✉ apprenticeship@accountingtechniciansireland.ie
Accounting Technician Apprenticeship

The Accounting Technician Apprenticeship Programme leads to a Level 6 QQI Advanced Certificate Award.