



### **Peak are recruiting for a tutor to join our team**

Peak Accountancy Training have been delivering training programmes for businesses and individuals across the North West since 2012. Peak Accountancy Training have a genuine interest in the success of the companies they work with and the people we train, and we aim to provide a personal, bespoke service.

Peak have an opportunity for an AAT Tutor. The successful candidate will be responsible for teaching AAT qualifications to apprentices undertaking Accounting Level 2, 3 and 4 Standards, and to commercial students whose studies are funded by themselves or their employers. The role will include teaching morning, afternoon and evening classes at our sites in the North west.

Previous experience in a teaching role is not essential as full training will be provided.

Please note that this role is subject to an enhanced DBS check.

Duties Include:

- Teaching AAT levels 2, 3 and 4 of the AAT qualification.
- Working closely with work-based advisors to monitor and track progress
- Supporting Apprentices in the workplace, providing one to one training / coaching where appropriate
- Maintaining detailed learner records
- Liaising with employers and supporting, advising and motivating both commercial students and apprentices to overcome any barriers to learning

Essential Criteria:

- Experience in an Accounting role
- Qualified to at least AAT level 4 or above
- Confident and professional with the ability to inspire and motivate others
- Excellent organisational and time-management skills
- Good level of IT skills
- Able to work both independently whilst being an effective member of the team

Desirable Criteria:

- Recent experience of teaching Accounting Apprenticeship Standards and End Point Assessment
- Hold a recognised Teaching Qualification (or working towards)
- Hold a recognised Assessor qualification, or working towards (D32/33, A1, TAQA)
- Full clean driving licence with the use of a vehicle

**Application instructions:** Please send your full CV and covering letter to Caroline Pauling:  
[Caroline@peakaccountancytraining.co.uk](mailto:Caroline@peakaccountancytraining.co.uk)

**Closing date:** Thursday 30 April 2020

