



# School leaver training programme

Career opportunities and training placements with  
Larking Gowen, Chartered Accountants and Business Advisors

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## Our vision:

To be recognised for great client service and as a great place to work.

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## Our values:

Our two core values are commitment to **our people** and to **client service**.

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## Our mission:

To be flexible and committed to supporting our people, so they can progress, influence and be fully invested in the future of our business.



To enhance our service proposition and grow our reputation for client-focused services and high quality, specialist advice. To improve continually the consistency and standard of delivery.

## Why work with Larking Gowen?

Commitment is at our core. When you are committed to the people you work with, great things can happen.

We pride ourselves on being a friendly business that looks after our people and is active in the community. As soon as you join us, you'll be working hands-on, and starting to build your own professional relationships.

With over 400 professionals working across our six offices, our business is diverse and includes a wide range of specialist services including specialist tax, corporate transactions and business recovery teams.

We have a range of opportunities available, from part and fully qualified

accountants, auditors, business advisors and tax advisors, to 'support' teams. Whatever your career path, as a member of the Larking Gowen team, you'll be part of something great! We'll challenge you with purposeful work and reward you with meaningful benefits.

### **Don't just take our word for it!**

Head over to our YouTube channel and watch our careers playlist to hear what some of our people have to say about working with us.



**Scan the QR code to visit  
our YouTube channel!**

## What's the training like?

We're one of East Anglia's largest training providers and we're looking for talented people who want to be a part of something bigger and who share our vision and values.

From day one, your development is our priority. Through dedicated talent conversations, we'll support your progression at a pace that suits you. Our training includes support through coaching and mentoring with development of important technical skills as well as soft skills, which are equally important to your personal growth and progression.

We provide a strong peer network and an experienced work buddy to support you on a day-to-day basis. All of this is delivered through a flexible and hybrid working pattern which provides real work/life balance.



## What are my training options?

Every year we welcome A-Level students. You'll be enrolled on a Level 4 training programme which will develop a wide range of business and personal skills, work-based learning and professional qualifications. We offer AAT (Association of Accounting Technicians) and ATT (Association of Tax Technicians) Level 4.

From 2023, we'll also be offering CFAB (Certificate in Finance, Accounting and Business) training programmes. We'll consider school leavers at GCSE level too, onto a Level 2 (AAT).

We have a flexible approach to academic entry requirements, depending on which area of the business you're interested in.

We'll consider your academic achievements, but your strengths, motivations and connection with us and our values are more important. We're looking for people with a broad range of interests and experiences.

Your initial period of study and work experience will give you a good knowledge of various aspects of accountancy including auditing, accounts preparation, bookkeeping, personal and corporate tax and business development. You'll get hands-on experience and be paid significantly above a trainee wage while you learn. In addition, we'll give you paid time off to study and flexible working until you've completed your training.



# Qualification routes

## AAT – Association of Accounting Technicians

We offer a combined Level 3 & Level 4 training programme over a two-year period. The Level 3 Assistant Accountant training is equivalent to two A-Level passes and helps to build the foundations of accountancy. The Level 3 qualification covers tasks such as maintaining cost accounting and the preparation of reports and returns. It also gives an understanding on business issues regarding payroll and VAT.

The Level 4 qualification is a Diploma in Professional Accounting course. This provides training on more high-level accounting tasks such as drafting financial statements for limited companies and presenting management accounting reports.

There are opportunities to progress on to further qualifications and to become a Chartered Accountant.

**Further info:** [www.aat.org.uk](http://www.aat.org.uk)

## ATT – Association of Taxation Technicians

We offer a two-year ATT tax qualification. Tax trainees start out with preparing tax returns for individuals, trusts and estates and receive training in tax concepts and tax law, as well as accountancy principles. As part of the qualification, you'll learn about personal and business taxation as well as the principles of accounting, law and ethics.

Once you've completed ATT there are opportunities to progress on to the Chartered Tax Advisor (CTA) qualification through the Chartered Institute of Taxation.

**Further info:** [www.att.org.uk](http://www.att.org.uk)

## CFAB – Certificate in Finance, Accounting and Business

We offer the CFAB qualification, which is made up of six modules, each focusing on key aspects of finance, business and accounting, over the course of one year. These include law, principles of taxation, general accounting and management information.

At the end of the CFAB qualification you can progress on to the Chartered Accountant qualification.

**Further info:** [www.icaew.com/learning-and-development/icaew-cfab](http://www.icaew.com/learning-and-development/icaew-cfab)

## What about my career progression?

Once you qualify, you'll have the opportunity to take up exciting challenges as you grow your career within the business. There are also opportunities for further study to develop a specialism and for onward study to become a fully qualified Chartered Accountant (ACA), Chartered Certified Accountant (ACCA) or a Chartered Tax Advisor (CTA).

We'll work with you to develop a career plan that suits you, with support from our experienced professionals. We can help you choose a sector which you enjoy and support you in your progression within that team to become a sector specialist. We offer Management Development Programmes, Leadership Development Programmes as well as a Developing Leadership in Practice (DLiP) programme which is a route to Partner.

Whichever route you take, you'll receive ongoing access to coaching and mentoring from across the firm. Personal development doesn't stop at the office door. You'll be able to participate in away-days and conferences, and attend business breakfasts and networking events to support your personal career objectives.







## John Atkins

### *Partner*

John joined Larking Gowen in 2016 as a manager within the Corporate Audit & Advisory team. He was appointed to Partner in 2020.



I oversee the firm's professional study offering. We have a great platform and support network, and the team are constantly reviewing and developing our provision, ensuring our people are given the best experience.

It's great to see so many of our people progress. Several of our Partners joined the firm as a school leaver, demonstrating anything is possible."

## Meet some of our student intake

Our intake has included school leavers, university graduates and placement students who are working across our Norfolk, Suffolk and Essex offices towards a variety of accountancy, taxation and other specialist qualifications.

We were interested to know how our latest intake were getting along, what their plans for the future are, and why they chose Larking Gowen to launch a career in our industry. We asked a few of them to share their thoughts.



"Larking Gowen is a very welcoming and friendly firm. People are at the heart of the organisation and this reflects in the day-to-day workplace and culture. Help is always available and everyone is willing to help broaden your knowledge."

"LG is a friendly firm with a great training scheme, where you have mentors and buddies to help you along. Although I was very nervous and had a lot of questions, having a buddy made it less overwhelming. The manager and everyone else are really friendly."

"The internal training is reviewed every year; the firm is constantly assessing it and asking for our feedback."

"You get to meet a lot of people in the business in a short space of time. You can speak to the partners and sit by the managers if you have anything you want to discuss."

"When I interviewed with LG there was something different. Even in the interview you felt you were part of a team. It was a really inclusive environment. The training package is good, with training being a very important part of anything you do."

"When I first arrived here in the Ipswich office, I thought I'd just get through my three years' training and then see how I feel. Within my first week at LG, I could really see myself spending the rest of my career here."

"I had a few offers, but it was the values of commitment and dedication that drew me to the firm. The assessment process was relaxed and warm, and people seemed genuinely interested in me. In the larger firms, you got the feeling that everybody would be out for themselves and there wouldn't be such a great team bond like the one I've found at LG."

"As a potential employer for school leavers, LG was one of the prominent firms on search engines. Everything was very clear on their careers website."

"It's a bit like a family. My colleagues are always emphasising that we can go to anyone and ask anything."

"The training side is really good. I started three months early and so went straight into the work experience. I was thrown in at the deep end, in a sense, by working on one of the firm's largest clients, but it didn't feel like that, because I was being looked after all the way through."

"I already feel like one of the team. We're trusted to get on with our work, but if we can't solve a problem, we know that it's okay to ask for help. At LG, they encourage us to be inquisitive and constantly want to help us learn and develop our training. I've felt a real sense of responsibility since I joined, and it's been great."

## What about the benefits and the fun stuff?

As well as a range of employee benefits, we offer an award-winning wellbeing programme. Some examples of what we provide include charity events, dress down days, holistic therapies, pension investment advice, monthly wellbeing newsletter, webinars and dedicated Wellbeing Champions and Mental Health First Aiders at every office.

We have a clubs and committees' fund, regular sports and social events as well as team activities which are open to everyone.



# Core benefits of the firm include:

## Holiday

24 days (+Bank Holidays)  
Service accrual  
Option to buy more

## Pension

Salary Exchange (5% employee, 3% employer)  
Auto enrol after 2 months

## MediCash

Ability to claim back medical expenses i.e. prescriptions, dental, opticians and access to virtual GP

## Extras

Retail, cinema, utilities and travel discounts

## Employee Assistance Programme

Including 24-hour confidential counselling service

## Free Headspace subscription

Mindfulness and meditation app

## Paid professional subscriptions

## And much more...

Referral rewards  
Suggestion scheme  
Recognition awards  
Social fund  
Local offers

## What sectors can I specialise in?

We have teams of specialists working in different sectors across the firm, giving you the opportunity to work in an area which interests you.

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### Medical

Dealing with a wide range of individuals and businesses across the medical profession, including employed hospital consultants and GPs.

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### Private Client, Trusts and Probate

Specialists who can support with tax compliance and advisory work, guiding individuals, families and trusts in an ever-changing tax environment. Assisting with tax returns, tax planning and liabilities, supporting with trust and estate tax planning, including non-contentious probate services.

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### Business

Acting for sole traders, partnerships and limited companies, supporting our clients through their individual business journey. Being the on-hand, trusted advisor to give support and guidance, including digital transformation from start-up businesses through to next generation succession.

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### Farms and Rural Business

Clients range from small family farms to large rural estates. Expertise in farm accounting, including all aspects of accounting, tax planning, succession planning, diversification, trusts, development land and farming tenancy issues.

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## Corporate Audit and Advisory

Statutory audit, assurance and advisory services for a range of both commercial and Not for Profit sector clients. We are the largest audit practice in East Anglia, providing proactive services to larger owner-managed businesses, registered charities, pension schemes and academy schools.



## Corporate Transactions

Helping business owners buy, sell and value businesses. Whilst every deal is slightly different, it's often the most important transaction each of our clients will ever be involved with, so they need committed advisors they can rely upon. We work directly with key decision makers and other professional advisors.



## Tax Advisory

Providing expertise across all relevant business and shareholder taxes such as corporation tax, employment taxes and VAT, including capital gains tax and inheritance tax. Giving specialist advice for company and group reorganisations and demergers, business acquisitions and disposals. Dealing with claims for tax reliefs.



## Insolvency and Recovery

Providing advice to businesses who find themselves in financial distress. Advising where businesses are placed into a formal insolvency process and taking appointments to oversee the process such as acting as Liquidator or Administrator.

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**Committed**  
**to you.**

**Get in touch**

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