

# Your apprentice job overview

Finance Apprentice



NatWest  
Group



**Business area:**  
**Group Chief Operating Office**  
**– Finance**



Job title:  
**Finance**  
**Apprentice**



Hours per week:  
**35**



Location:  
**Edinburgh,**  
**Manchester**



Salary:  
**£25,020**

**The job you'll be doing:**  
**Finance Apprentice**

**You'll learn:**

How to apply your role within a business framework, understand the systems and processes used, as well as standard accounting and tax practices.

**You'll also:**

- Undertake reconciliations, accounting, Management Information and control activities to support the ledger close, reconciliation, substantiation and reporting
- Support change initiatives, process improvements and in system implementations
- Prepare month-end accounting, such as journals preparation, reviews and account reconciliation
- Investigate process or system issues
- Support systems testing, such as user acceptance testing and system or process improvement initiatives

**The skills you'll need:**

We're looking for people with a passion for learning and high levels of determination, motivation, and drive to succeed.

You'll have strong communication, stakeholder management and interpersonal skills with the ability to build, maintain and enhance relationships at all levels.

**You'll also need:**

- The ability to maintain a strong customer focus.
- An innovative and creative mindset
- Good problem-solving skills and a proactive and inquisitive mindset, with the ability to challenge and offer solutions
- An analytical, numerate, and logical skillset with the ability to adapt well to change
- Good planning and organisational skills with the ability to prioritise and manage your time effectively

Email: [natwestearlycareerrecruitmentteam@natwest.com](mailto:natwestearlycareerrecruitmentteam@natwest.com)

## The Apprenticeship Programme: Accountancy Technician Level 4

**Programme duration:** Up to 22 months

**Qualification:** Accountancy Technician Level 4

**Apprenticeship Provider:** [BPP](#)

Time will be allocated during the apprenticeship for you to learn



## Reward & Benefits

You know what you want better than we do. We've designed our reward package with that in mind. On top of your salary, you'll get retirement funding and, depending on your job, benefit funding too.

Find out more about benefits at NatWest [here](#)



## How we'll support you:

From day one, you'll have support from the Early Talent team, a buddy, your line manager, as well as a Learning Coach from your training provider, we've all got your back.



## The Interview Guide

As part of your preparation for the interview, please review the interview guide to ensure you're set up for success.

You can find this [here](#)



This document is designed to give you a summary of the job and support you in your preparation for the face-to-face interview