

# TC GROUP ACCA/ACA APPRENTICESHIP PROGRAMME

TC Group's an ICAEW approved training provider, a top-tier ACCA Platinum Approved Training Practice as well as an ACA Approved Training Provider – it's quite a big deal! Whether you've got a degree or a Level 4 Accountancy qualification, this is your ticket into the world of an Audit and Accounting business whilst starting your journey towards becoming a Chartered Accountant.

With support from the rest of the team, you'll be guided and encouraged to build on your job responsibilities whilst looking after our clients. For this programme, we believe being in the office is the best way to gain the necessary on-the-job experience required to learn everything you need to develop both professionally and personally. But because you're more than the important role you play at TC Group, we want to make sure you've got the right work-life balance so you have time to do what's important to you. Embarking on your career journey with us isn't just rewarding, you'll also be sat amongst an enjoyable environment as well as working within a sociable and lively team you'll find friendships in.



## WHAT'S INCLUDED?

- We fund your training, exams and professional qualifications.
- You'll have your own mentor and receive guidance from senior colleagues.
- Excellent career pathway opportunities across the group.
- Varied workload
- 'Earn while you learn'.

## WHAT ARE WE LOOKING FOR?

- A degree at 2:2 or above – ideally in a relevant subject (accountancy, business etc.) but can be any subject.
- 112 or more UCAS points.
- GCSE Maths and English at grade 4/grade C or above.
- You're driven, hardworking, and love diving into numbers.
- Professional? Check. Team Player? Double check. Attention to detail? Absolutely!
- You're keen to build connections and are ready to grow your technical knowledge with our help.
- We're all about trust with our clients – so honesty, integrity, and being approachable are important to us.
- You're dedicated and committed to juggling professional exams and client work.

## QUALIFICATION

We'll support you to achieve the Association of Chartered Accountants (ACA) or Association of Chartered Certified Accountants (ACCA) qualification via your apprenticeship.

It's a three year programme that includes work experience, exams and structured personal development in line with the professional qualification standards.

## WHAT WILL I BE DOING?

We have apprentices in Audit, Business Services (Accounts) and sometimes in our Tax departments. You'll work across different teams to gain a broad knowledge of all accounting disciplines. You'll learn about the fundamentals of accounting and bookkeeping, interpretation of financial data, as well as company and business taxation, on behalf of our clients. And what's equally as important is learning how to work effectively in a team, building strong and lasting professional relationships and how to deliver an exceptional client service.

This is a diverse role and you need to be prepared to 'roll your sleeves up' and have a willingness to learn, as every day's different. Audit trainees will often work at client offices in small teams, providing professional advice, which brings variation and challenge.

## WE'RE HERE TO HELP YOU.

We aim to provide our apprentices with the best possible experience at this important time in their career path. So, please contact our recruitment team with any questions or concerns you might have. You can contact us at: [careers@tc-group.com](mailto:careers@tc-group.com)



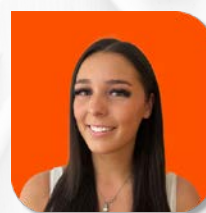
**WENDY MCGARVEY**

HR DIRECTOR FOR TC GROUP –  
HEAD OF HR CLIENT ADVISORY  
(LONDON & SOUTH)



**LINDSAY VIVIER**

INTERNAL RECRUITMENT  
MANAGER



**LAYLA STANTON**

RECRUITMENT ASSISTANT



**HOLLY WILLMOTT**

RECRUITMENT ASSISTANT