

## Unleash YOUR potential with RPG Chartered Accountants!

- **Start Date:** Monday, 6<sup>th</sup> September 2027.
- **Application Deadline:** Friday 30<sup>th</sup> October 2026.
- **Location:** The Copper Room, Deva City Office Park, Trinity Way, Manchester, M3 7BG.
- **Training:** AAT Level 4 and ICAEW ACA Level 7 Apprenticeship.
- **Salary:** Competitive

RPG Chartered Accountants is pleased to invite applications for trainee chartered accountant positions, starting in **September 2027**. Whether you are interested in accountancy, audit, or a bit of both, this is your chance to kick-start a professional career straight after school, college or university.

You can apply to follow either an accountancy-focused route within our Business Services Group (BSG) team or an audit-focused path in our Audit team. Both routes, however, will provide a strong foundation in general accountancy and business.

The application deadline is **Friday 30<sup>th</sup> October 2026**.

### About RPG:

RPG Chartered Accountants is the largest independent firm of chartered accountants based in Manchester, with a second office located in North Wales. Our team of over 120 people provides a wide breadth of support to our corporate and personal clients with services including accountancy, audit, tax, payroll, business recovery, corporate finance, company secretarial and financial planning.

Our clients range in size from small enterprises with turnovers of £50,000 to large companies exceeding £900 million. Our clients operate across a wide variety of sectors, and some of the work we carry out is highly specialist. Notably, RPG is one of only 35 accountancy firms in the UK (as of October 2026) regulated to carry out Public Interest Entity (PIE) audits. This accreditation enables us to audit FTSE and AIM-listed companies, as well as regulated entities such as Friendly Societies.

It is important for our clients that we can access professional advice all around the world. We are proud to be a member of DFK International which is a global association of accounting firms working closely together across 430 offices in over 85 countries, with some currently assisting a number of our clients who have overseas interests.

As a UK top 100 accountancy firm, we have ambitions and plans for continued growth, with our people at the heart of everything we do.

## Life at RPG:

RPG Chartered Accountants provides a friendly, professional and inclusive working environment, and going above-and-beyond is second nature to us.

A good work-life balance is at the centre of our ethos. Wellbeing and mental health are of the utmost importance to us and, in addition to our various wellbeing apps which offer 24-hour support, we have internal support mechanisms.

We embrace ambition and support all our people with comprehensive training and on-going support, placing great emphasis on the long-term progression of our people. We undertake regular culture surveys and ensure all employees are treated with dignity and respect.

There are various social events throughout the year including the annual RPG Grand Day Out, the Away Day, evening socials and lunchtime social events such as the Ice Cream and Pizza days. Various other activities are organised by the RPG Social Committee including the RPG Running Club.

Supporting our local community is important to us and we provide help to local organisations who champion homeless people, as well as providing support to other charities.

We provide a flexible system of benefits and a great culture – the ideal place to realise your potential!

More information about the role and our culture is available on our [Recruitment page](#).

## About the qualification:

At RPG, trainees work towards the prestigious **ICAEW ACA qualification**. This structured training typically takes between **three to five years** and combines comprehensive, hands-on work experience with a robust study programme. Delivered in partnership with leading professional training providers.

*Please note:*

- If you are applying to join our Audit team, you will begin the **ICAEW ACA qualification** upon starting the role and progress through the qualification alongside your work. Non-graduates will complete the qualification as part of a Level 7 Apprenticeship (subject to eligibility).
- If you are a non-graduate joining our Business Services Group (BSG) team, you will first complete the **AAT Level 4 qualification** before commencing the **ICAEW ACA qualification** to ensure you are fully prepared. Graduates joining the BSG team will start the **ICAEW ACA qualification**.

In addition to gaining real-world experience from day one, trainees benefit from paid study leave, dedicated tuition support, and a personal development plan focused on building both technical knowledge and commercial awareness.

You will be part of a friendly and supportive team, committed to helping you succeed in your professional journey.

#### About the role:

All roles will involve elements of the following:

- Working towards a personal development plan to deliver quality, timely work and achieve long-term career goals.
- Communicating with clients to gather necessary information and clarify queries. Developing strong client relationships and ensuring excellent client service.
- Working as part of a team with colleagues across several service lines.
- Helping with the preparation of financial statements in accordance with relevant accounting standards, typically Financial Reporting Standard 102 '*The Accounting Standard applicable in the UK and Republic of Ireland.*'
- Gaining knowledge of broader commercial, financial and taxation issues. This will either be undertaken from our office or at a client's premises.
- Supporting engagement teams in the planning, execution and completion of audit engagements, including fieldwork and documentation.
- Maintaining accurate and organised working papers and documentation for engagements.

#### Benefits:

- A competitive salary, subject to annual merit-based reviews and exam progression.
- A fully funded ICAEW professional qualification.
- Employer's contributions to the company pension scheme (if applicable).
- Free parking on a rota basis, with free out-of-hours Manchester City Centre parking.
- Flexible benefits package including shopping discounts, cycle to work and electric car scheme.
- Regular technical, technological, compliance and business skills training.
- You will initially receive 20 days holiday per year (3 to be taken between Christmas and New Year) plus bank holidays, subject to progressive increases.
- Death in service cover of 4 x salary.

### About you:

We are looking for enthusiastic, motivated individuals who are ready to kick-start their career in accountancy. We are looking for:

- **For graduates** – a predicted or achieved **2:1 degree** or above – *any subject is welcome, not just accounting or finance*.
- **For all applicants (graduates and non-graduates)** – a **UCAS tariff of 120** (that's equivalent to BBB at A-Level).
- **For non-graduates** – GCSE Maths and English at **Grade 6/B or above**.

And just as importantly, we are after individuals who bring the right attitude and mindset to the team. You should have:

- Strong communication and people skills.
- Good time management and organisation.
- Confidence using everyday IT tools.
- Good analytical and problem-solving skills.
- Motivation, initiative, and a willingness to get stuck in.
- A genuine desire to learn and grow.
- Team player.
- And yes... a sense of humour definitely helps!

If you have any questions regarding the above, please contact us by email [recruitment@rpg.co.uk](mailto:recruitment@rpg.co.uk).

### Candidate Application Process Guidance

To ensure a smooth and efficient recruitment process, please carefully follow the steps outlined below. This guidance is designed to help you understand each stage of the process, what is required from you and to set your expectations regarding our timeline.

## STAGE 1: Application Submission

Please complete an application form by going to

<https://forms.cloud.microsoft/e/gPkgdJY6J4> or by scanning this QR code



All applications must be submitted by close of business on **Friday 30<sup>th</sup> October 2026**. *If you submit an application after this date, it will not be considered.*

## STAGE 2: Application Outcome

Following your submission, you will receive an acknowledgement message to confirm that we have received your application. We will then review all applications and notify you of the outcome of your initial application by **Monday, 9<sup>th</sup> November 2026**.

If your application is successful, this email will include a booking link allowing you to schedule the next stage of the recruitment process at a time that suits you.

## STAGE 3: Initial Conversation

If you are invited to the next stage, you will have a one-hour, face-to-face conversation with two managers—one from our Audit team and one from our Business Services Group (BSG). This will take place at our Manchester office.

You will not be expected to prepare anything, but we do recommend you research the firm, the role, the accountancy industry, and the training pathway beforehand.

The training provider we use is [First Intuition](#) and the qualification is the [AAT Level 4 qualification](#) and/or the [ICAEW professional qualification \(ACA\)](#).

We would also encourage you to prepare questions and bring a notebook/laptop to take notes during the session.

All initial sessions will be concluded by **23<sup>rd</sup> December 2026**.

## STAGE 4: Final Conversation

If you are successful following the initial conversation, you will be invited via email to attend the final stage of the process — a two-sided conversation with two of our directors.

This session will be face-to-face at our Manchester office and will last approximately one hour.

As part of the conversation, you will be asked to prepare a short presentation on a topic of your choice — something that genuinely interests you. The presentation can be in any format you feel comfortable with (e.g. slides, props, verbal only). **Further guidance and details will be provided in the invitation email.**

We also encourage you to reflect on your first conversation, consider any follow-up questions you may have, and come prepared to discuss both your presentation and your interest in the role.

Final sessions will take place in **January 2027**.

Please ensure that you follow the instructions and adhere to the timelines provided at each stage of the recruitment process.

### Successful Candidates

We look forward to sending confirmation letters to the successful candidates during February 2027. This will provide the reassurance that you can be totally focused on your end of year studying and exams. We will keep in touch with you during this time and invite you to some of the social events we hold during the year so you can get to know your buddy and other new colleagues. Upon arrival in September, you will meet your buddy and the other new trainees then embark upon a 4 week induction programme. We will establish regular development discussions so that you can review your progress – it's all about what's right for you!

Finally, we look forward to reviewing your application and wish you the best of luck throughout the process.

### Royce Peeling Green Limited

The Copper Room, Deva City Office Park,  
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