



# We're hiring

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## Accounts Assistant

- Business operations team
- Full time
- Hybrid (Leeds)



# About us

Zest is one of the UK's fastest-growing electric vehicle (EV) charge point operators, with a mission to make EV adoption accessible to everyone. By joining our team, you'll drive transport decarbonisation, support the UK's net zero goals and help improve air quality.

As a B Corporation, we're committed to making a positive difference for people and the planet, while also driving sustainable growth. This ethos is reflected in our company values, which guide everything we do:

## People first

**Our infrastructure** is designed to **serve communities**. We're committed to developing charging solutions that people need today and in the future.

## Social equity

As nearly 40% of UK drivers don't have a driveway, **we're making EV adoption a realistic option** for those **without home charge points** by providing publicly accessible infrastructure.

## Doing it right

Beyond delivering low carbon infrastructure, **we're undergoing carbon literacy training**, regular carbon audits and carbon offsetting to ensure we meet our **2040 net zero targets**.



# About the role

## Accounts Assistant

- **Business operations team**
- **Full-time**
- **Hybrid (Leeds)**

The Accounts Assistant will work within Zest's finance team to ensure that it is an effective support function to the business by providing key support to the project accountant and providing financial support to the wider business. This role will be pivotal in month-end activities and ongoing contract reporting.

# Responsibilities

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- Assist in the preparation of monthly management accounts, ensuring accuracy and timeliness to support the production of financial statements such as Profit & Loss accounts.
- Completion of balance sheet reconciliations for regular review with the Finance Manager and the Finance Director.
- Completion of regular profit-share and revenue-share reports for contracts and leases to ensure compliance.
- Management of the fixed asset register
- Regular Carbon Reporting for various stakeholders, both internal and external
- Supporting with AP activities when required
- Assisting with external audit procedures

## Knowledge & skills

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- 2 Years relevant experience
- A high level of numeracy with strong problem-solving skills and ability to handle financial discrepancies
- Ability to work under pressure and to deadlines.

## Essential qualifications

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- Educated to degree level or equivalent
- Studying towards ACCA or CIMA, or wishing to begin studies



# Meet the team

## Business operations



**Ben Oakes**  
**Finance Director**

Ben heads up our Business Operations department and is responsible for managing all aspects of Zest's financial strategy and long-term growth. As well as overseeing budget planning and advising on governance, Ben supports the Leadership team in making big picture decisions. Outside of work, Ben is not your typical finance person – raising chickens and adopting cats.

**Jack Davis**  
**Finance Manager**

Jack manages our finance team and is responsible for the day-to-day financial operations here at Zest. From preparing monthly financial statements and accounts, to leading on financial modelling and providing financial support to the wider business. When not at work, Jack is a big foodie, enjoys watching F1 and sampling local beer on his travels.



**Josie Holmes**  
**Project Accountant**

Josie looks after project accounting and management accounts at Zest, working closely with teams across the business to understand requirements and track project performance. She plays a key role in financial reporting for our existing customers, helping to monitor spend and profitability on live projects, as well as supporting ESG reporting initiatives. Outside of work, she enjoys cooking and baking, going on hikes, and heading to Pilates classes.



# Why Zest

## Be part of something that matters:

Join an industry that's driving real change. If you're looking for a career with purpose and impact, we'd love to have you on our team.

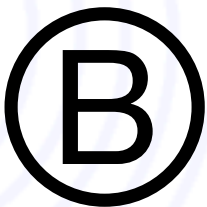
## Thrive in a great team culture:

Recognised as outstanding by Best Companies, we've built a supportive, collaborative environment where contributions are celebrated, and our team are empowered to grow.

### Our benefits

- Hybrid working - we have no set office days, so you can work flexibly
- 25 days annual leave increasing to 27 days after 2 years' service
- Enhanced family leave and pay
- Employee Assistance Programme
- Health and wellbeing benefit
- Paid dependants and carers leave
- Enhanced parental and bereavement leave
- Eye care

Certified



Corporation





# What's next?

If you're interested in joining the team,  
apply for a role at [zest.uk.com/careers](https://zest.uk.com/careers).

Or alternatively, send your  
CV to [careers@zest.uk.com](mailto:careers@zest.uk.com)



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[careers@zest.uk.com](mailto:careers@zest.uk.com)  
[zest.uk.com/careers](https://zest.uk.com/careers)

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