



Want a career that  
*sets you apart?*



# Welcome

Bishop Fleming is a dynamic Top 30 audit, accounting, tax and advisory business - our strength lies in our people and the relationships they build with our clients.

That's why we've been ranked in **The Sunday Times Top 100 Best Companies to Work For** rankings for five years running, and awarded National Business of The Year by the British Chambers of Commerce.

Fresh off the back of recruiting a record number of graduate and school leaver trainees in 2020, we continue in our quest to attract great talent to support our ambitious growth plans.

We know that by recruiting the best people and giving them every opportunity to develop, we'll continue to be a leading accountancy firm – and a great place to work.

Our approach to recruitment focuses on long term investment. We look for aspiring managers, directors and partners who will contribute to the growth and success of our business whilst developing their own rewarding careers.

Interested in knowing more? Have a look at our current vacancies page or get in touch.



**Andrew Sandiford**  
Managing Partner



# Life at Bishop Fleming

What makes Bishop Fleming different from other accountancy practices? In short, it's our people focused culture....

We have an ongoing commitment to creating a positive and inclusive environment for our people which is one of the reasons why we have been ranked as Sunday Times Top 100 Best Companies to work for five years running.

## We promote flexible & agile working

That's why all of our people have the option to work from home as well as taking advantage of flexible start and finish times.

## We're a sociable bunch

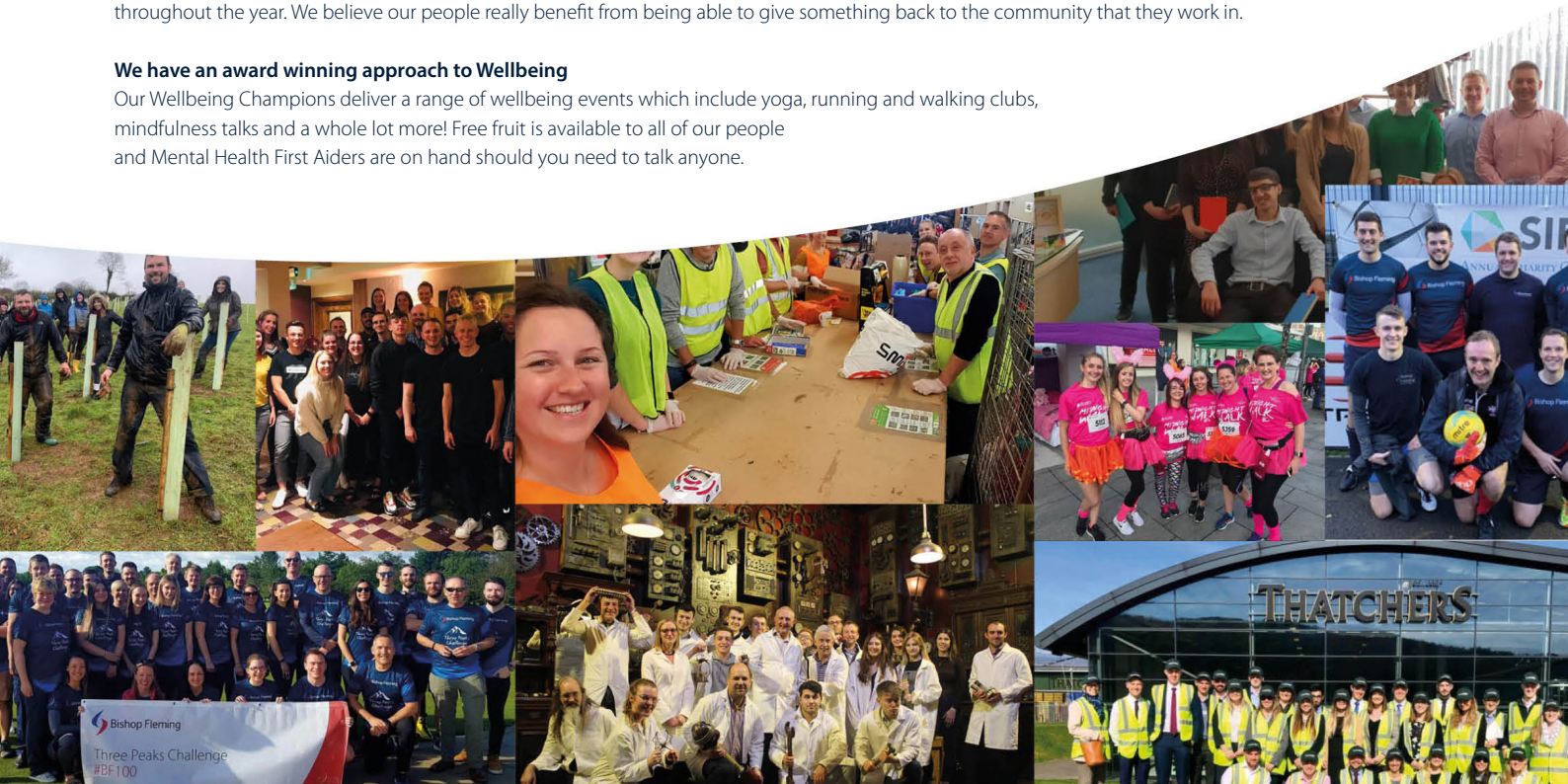
It's not all about work! We like to have fun and our people benefit from various social and sports events that we hold across our network of offices. Each office has a social team who organise brilliant social events, including meals out, quiz nights and BBQ's.

## We love CSR

We are proud of our commitment to CSR activities and there are loads of opportunities for our people to get involved. Whether that's volunteering as a Business Advisor for the Young Enterprise through to running the Bath half marathon for charity, we participate in a wide range of CSR initiatives throughout the year. We believe our people really benefit from being able to give something back to the community that they work in.

## We have an award winning approach to Wellbeing

Our Wellbeing Champions deliver a range of wellbeing events which include yoga, running and walking clubs, mindfulness talks and a whole lot more! Free fruit is available to all of our people and Mental Health First Aiders are on hand should you need to talk anyone.



# Our application process

## Prepare



Go online and do your homework.

Take a look at our careers page:  
**[www.bishopfleming.co.uk/careers](http://www.bishopfleming.co.uk/careers)**.  
Decide which route is best for you.

## Apply



When you are sure, submit your application, tell us why you want to train with Bishop Fleming and gain a professional qualification. If you pass our online assessments you will then be invited to complete a short video interview.

## Offer



You will be informed soon after the assessment day if you have been successful in securing a position with us.

## Selection



You will be invited to one of our Assessment Days where you will take part in a Business Exercise, attend an interview and get to meet some of our existing trainees.

## Before your first day



We'll stay in touch with you prior to your first day in the office. You'll be invited to join us on Facebook where we can keep you updated with news, advice and information, and get to know other colleagues across the firm.

## Your future starts here...



After attending an induction week, you will be assigned a buddy who will support you through the early stages of your BF career. You can look forward to being part of a vibrant, friendly team.

# Your career options

You can qualify as a chartered accountant straight from School/College or after you have been to University. Whatever route you take, you will be recognised as a key player from day one and will be quickly given real client responsibility.

As an approved apprenticeship provider we're in a unique position to give you a Masters-degree level qualification that we have designed ourself. We'll help you to develop the skills and experience you need to become a business advisor to our clients, with some of our clients partnering with us to support your training and development, through Q and A sessions, site visits and live case studies.

## **School Leaver Launch Pad (ACA)**

- Level 7 Apprenticeship
- 5 year programme
- Departmental rotations
- Study via block release
- BFP designation after two years

## **Undergraduate 12 Month Industrial Placement**

- Put your studies into practice
- Departmental rotations
- Potential to be offered a place on our Graduate scheme

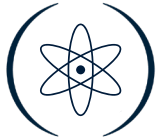
## **Graduate (ACA or ACA/CTA)**

- Level 7 Apprenticeship
- World recognised
- Minimum three or four year training contract (Depending on qualification studied)
- 450 days of technical work experience
- Study via block release

And it doesn't stop there.

You will have the opportunity to specialise and progress your career as you gain more experience.

# What do we look for in an applicant?



**Analytical**



**Open minded**



**Adaptable**



**Organised**



**Strong contributor**



**Curious**



**Communicator**



**Business minded**



**Collaborative**

## Meet our people



**Phil Redgate**  
Manager – ACA Qualified

I joined Bishop Fleming as a graduate trainee in Audit & Assurance. After qualifying I was given the opportunity to spend 6 months on secondment with another Kreston International firm in Melbourne, Australia which was personally and professionally a very rewarding experience. I am now part of the corporate finance team, advising on a range of business sales, acquisitions and management buy-outs.

**Freya Hancock**  
Manager – ACA Qualified

I joined Bishop Fleming after completing my A Levels as I wanted to complete an accounting qualification whilst working instead of going to university. The technical knowledge I gained from my studies complemented the invaluable practical experience I gained from working. I also took part in a personal development programme with a number of peers from other offices. I had access to a mentor as part of that process.



# Our business: *at a glance*



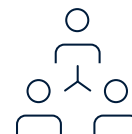
## Depth of talent

With 32 Partners and nearly 400 people, we've got the capacity and expertise to meet your needs.



## Continued growth

We grew by 4% last year and have been one of the fastest growing firms in the last decade.



## 10,000+

Clients, including 1,250 new clients in the last 12 months.



## Leaders in our field

We are the No.1 audit firm to Academies in the Education sector in the UK.

## Exceptional! client service

We've been awarded Investor in Customers Gold.



## Award winning

We have been ranked as a Best Company for five years running and have won multiple awards in the last 12 months.

## Employer of choice



We've been ranked as a Sunday Times Top 100 Best Companies to Work For employer for five years running.

## Corporate Social Responsibility

We're committed to making a positive impact on the communities we operate in and serve.



## 7 UK offices

Bath | Bristol | Exeter | Plymouth  
Torquay | Truro | Worcester



## National focus, international reach

Through our membership of Kreston International, we have access to a global network of independent accounting firms.



For all our latest vacancies, please visit our website:  
[www.bishopfleming.co.uk/careers](http://www.bishopfleming.co.uk/careers)

People Team, Bishop Fleming, Stratus House,  
Emperor Way, Exeter Business Park, Exeter, Devon EX1 3QS

T: 01392 448 800

E: [jobs@bishopfleming.co.uk](mailto:jobs@bishopfleming.co.uk)

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