We have NUMBERS in our DNA
Career pathway

Progress to Further Study

Pathway to full qualification in accountancy by exemptions from professional accountancy bodies

Advanced entry to relevant third-level degrees

Fully Qualified Accounting Technician (MIATI designation)

Work in industry, practice or private sector as fully qualified Member of Accounting Technicians Ireland (MIATI)

Advanced Certificate in Accounting (Level 6 award on the NFQ)

Accounting Technician Apprentice (Stage 2)

On-the-job and off-the-job training modules

- Advanced Financial Accounting
  - Advanced Taxation
  - Management Accounting
  - Integrated Accounting Systems

Accounting Technician Apprentice (Stage 1)

On-the-job and off-the-job training modules

- Financial Accounting
  - Taxation
  - Law & Ethics
  - Business Management

Applicant Type

School-leaver (18 - 22 years)

Mature student (over 23 years)
The New National Accounting Technician Apprenticeship

Accounting Technicians Ireland is the leading professional body for Accounting Technicians on the island of Ireland. With offices in Dublin and Belfast, and strong links with Chartered Accountants Ireland and other professional accountancy bodies, we supply high-calibre Accounting Technician graduates to industry, practice and the public sector. Many progress to the highest levels in their field. We have 10,000 students and members across the Island of Ireland.

Apprentices get paid minimum wage of at least €19,000 per annum by the employer and college tuition is fully funded by SOLAS.

This new National Apprenticeship leads to a Level 6 QQI Advanced Certificate in Accounting and provides school-leavers with a practical alternative to the traditional full-time college route.

The programme is also open to leaving cert students, mature learners and ‘role changers’, or non-accountancy staff of registered employers* who would like to move into an accountancy role.

*A ‘Registered Employer’ is any organisation which has been approved by both ATI and SOLAS as a programme participant.

We are pleased to participate in the Accounting Technician Apprenticeship Programme. It provides another avenue to individuals looking to start a successful career in accountancy which is practical and supportive.

This new accountancy apprenticeship blends professional studies and exams with practical work experience which is very beneficial to both the student and the firm.

Niamh Dowling,
HR Manager,
BDO
Employers: How will your company benefit?

The skills, knowledge and competencies obtained by Accounting Technician Apprentices means graduates are capable of filling all kinds of accounting and finance roles, in all sectors of the economy.

Our talented graduates provide cost-effective staffing solutions for industry, practice and the public sector in a tight recruitment market.

The Accounting Technician Apprenticeship is tailor-made for organisations that need well-skilled, committed and loyal accounting and finance staff with the capacity to develop their career to a senior level.

Employers can recruit from a high calibre of talent including leaving cert students, school-leavers, graduates and mature learners that are progressed to them.

There is also an option for existing employees looking to change to a career in Accounting that employers would like to upskill to apply. Furthermore if an employer has someone specifically in mind to complete the programme they can apply as well.

Candidates will bring significant value to your organisation as they progress through the programme from beginner to fully qualified Accounting Technician.

Other benefits of the Accounting Technician Apprenticeship:

- Increased employee retention resulting in a productive and positive workplace
- College learning is applied to specific job requirements of the role
- Learning from the bottom up, employees develop an excellent understanding of the business and can bring this into future management roles
- The programme prepares apprentices to meet the challenge of future developments in their occupation and workplace by providing them with relevant skills, knowledge and competencies

The programme offers the apprentice the opportunity to gain high quality teaching and learning and the college experience while at the same time acquiring a leading professional qualification through work-based learning. They’ll embed and strengthen the skills they acquire through their practical experience of work.

Jean FitzGerald, Principal, Coláiste Íde
Five reasons employers are coming on board...

1. The Accounting Technician Apprenticeship is a modern, practical route to a career in accountancy where employers recruit apprentices on a two-year, earn-as-you-learn programme.

2. We source high-calibre individuals interested in a career in accountancy, and employers select the candidates who best fit their employment requirements.

3. Employers can tap into a vast talent pool to diversify their workforce and ensure their organisation has a skilled body of staff for accountancy and finance roles.

4. Employers can grow and nurture talented participants with the potential to become versatile accountants with wide-ranging skills, and boost employee retention.

5. The Accounting Technician Apprenticeship leads to a Level 6 QQI Advanced Certificate in Accounting and is a National Apprenticeship funded by SOLAS. Employers pay no training fees or costs for the duration of the programme.

The apprenticeship is a logical fit for Mazars, as Accounting Technicians are an essential part of our Outsourcing team. The combination of classroom learning with practical workplace training ensures that, when qualified, the apprentice will be equipped with all the necessary skills to progress as far as they want to within our firm.

Jennifer Kelly, Outsourcing Manager
You should be in a position to:

- Offer the apprentice a two-year contract which pays at least the minimum wage (€19,000*)
- Meet all of the requirements on the ‘Employer Suitability to Train’ form, sign an agreement with ATI and agree to comply with the SOLAS Code of Practice
- Ensure that the role offers participant exposure to all elements of Accounting Technicians Ireland’s two-year programme
- Appoint a suitably qualified workplace mentor

* Correct as of January 1, 2019. You can offer candidates a higher wage at your discretion.

As one of the first participating employers, PKF has experienced first-hand the quality and calibre of the Apprentices joining the Accounting Technicians Apprenticeship programme. It is an excellent foundation to commence a lifelong and fulfilling career in accounting, or indeed business generally, and we would encourage all would be apprentices to get involved in the programme that offers the perfect blend of progressive education and invaluable workplace experience. We would also highly recommend the Accounting Technicians Apprenticeship programme to all businesses as a great way to attract or retain talented professionals in their organisations.

Dave McGarry
Audit Partner
PKF O’Connor, Leddy & Holmes
The on-the-job training lasts for the duration of two years (104 weeks) based on a two year employment contract and takes place with the employer 4 days a week in term time and 5 days a week outside term time.

For the first year in college, the Stage 1 modules the apprentice will be studying are:
- Financial Accounting
- Taxation
- Law and Ethics
- Business Management

For the second year in college, the Stage 2 modules the apprentice will be studying are:
- Advanced Financial Accounting
- Advanced Taxation
- Management Accounting
- Integrated Accounting Systems

Assessment of progress and achievements of an apprentice for the programme is carried out by a combination of two strategies:
- Exams for each module will take place in May for each year.
- There will also be a requirement to complete two work based submissions per module. In total there are eight work based tasks per year. The apprentice will need to submit four completed and approved work based tasks by the two submission deadlines in each year.

Throughout the two years with an employer an apprentice will need to be assigned a workplace mentor to oversee and support them in their on the job training.

The mentor will need to be a qualified professional accountant or accounting technician. The main role of the workplace mentor is as follows:

- Responsible for the training of the apprentice;
- To make sure the apprentice settles in, is introduced to their colleagues and peers and becomes familiar with their surroundings.
- To ensure the apprentice has adequate exposure to all relevant work experience for the programme.
- To agree a customised Learning Plan with the apprentice at the beginning of each year.
- Ensure that their apprentice is able to adequately record their work-experience for assessment purposes.
- To review and assess the apprentice’s completed eight work place assessment tasks per year.
- Meets with their apprentice formally every 10-12 weeks for periodic review meetings to review the apprentice’s progress and modify the agreed Learning Plan where necessary.
- Ensures their apprentice submits successfully the approved eight workplace assessment tasks per year in line with the programme timetable and submission deadlines.
- Reviews their apprentice is on track with study preparation each year towards their exams in May and for any repeat exams in August.
- Meets with an ATI representative/college mentor periodically to update on their apprentice.
- To provide pastoral care in the workplace on an ongoing basis and bring any support needed or concerns to ATI.
Accounting Technician Apprenticeship
September 2019 is in partnership with the following colleges and at these locations:

- Blackrock Further Education Institute
- Bray Institute of Further Education
- Coláiste Íde College of Further Education
- Cork College of Commerce
- Monaghan Institute
- Rathmines College of Further Education
- Waterford College of Further Education
- Galway Technical Institute
- Limerick College of Further Education
- Others to be confirmed (subject to demand)

Employers register your interest to recruit now:
www.accountingtechnicianapprenticeship.ie

We are holding a series of Open Days for employers, applicants and guidance counsellors at various locations nationwide.

For further information:
☎ Accounting Technicians Ireland, 01 6498191
✉ apprenticeship@accountingtechniciansireland.ie