

Finance Level 3 Apprenticeship



COMPANY OVERVIEW

Nineteen is a dynamic and rapidly expanding trade show organiser based in the centre of Wimbledon. We unite tens of thousands of people at our amazing shows, inspiring our people and communities to grow across meaningful sectors including security, cyber, fire, safety, emergency response, retail, manufacturing, construction, heating and plumbing and design. Backed by Phoenix Equity Partners, we are a successful team on an exciting journey of growth to become a leading organiser globally.

We value our people and search for new Nineteeners who reflect our values of being kind to others, working in an agile way to reflect the fast pace at which our business operates, being driven to succeed, and knowing that the more inclusive we are, the better we are. We are a business about people; we just happen to do great events.

As we continue to grow, we're looking for an ambitious and detail-oriented Finance Apprentice to join our team and gain hands-on experience across the finance function.

Nineteen embraces diversity and equal opportunity. We are committed to building a team that represents a variety of backgrounds, perspectives, and skills.

JOB OVERVIEW

Start date: 1st September 2025

Duration: 2 years

Salary: Competitive

Location: Wimbledon - office based

Application deadline: 15th July 2025

Interviews: Late July/Early August

As an apprentice, your two-year development programme will be made up of three placement rotations that gives you exposure to the following key departments in the finance team:

1. **Credit Control** - You'll help manage customer accounts, chase outstanding balances and work closely with the event teams to report insightful financial information.
2. **Accounts Payable** - You'll be responsible for coding and processing supplier invoices, reconciling statements, and supporting payment runs while ensuring timely and accurate data handling.
3. **Management Accounts** - You'll assist with month-end processes, journal entries, variance analysis, and management reporting.

TRAINING AND DEVELOPMENT

You'll study for the AAT Level 3, delivered by an approved training provider. You'll receive on-the-job training, support from a dedicated mentor, and protected study time to ensure you succeed.

On successful completion of the apprenticeship, you may be offered a permanent role in one of the finance teams. You'll also have the opportunity to continue your studying towards a higher qualification (such as CIMA, ACCA or ACA).

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ABOUT YOU

- A minimum of 2 GCSE's Grade A* - C or Grade 4 and above including Maths and English language
- Plus 2 A-Levels in any subject at grade A* - D or equivalent
- You are not eligible for this scheme if you currently hold or are working towards a qualification at the same or higher level in a related subject or have already studied content from the qualification for this scheme
- You must be 18 years old by September 2025 to be eligible for this scheme

EQUAL OPPORTUNITIES

Inclusivity is at the heart of everything we do at Nineteen and that requires a diverse team of great colleagues who feel they have a clear place with us, supporting us all to grow. The more inclusive our employees feel, the better we feel and the quicker we all develop. We are keen to meet people with varied backgrounds and experiences.

We recruit based on merit, potential, and fit to our cultural values. Product knowledge we can teach.