



R|B|K

Setting you up for success

Graduate Programme



Welcome and Congratulations!

As you read this, you have embarked on the initial step towards what we envision will be a highly successful and rewarding career.

Here at RBK, we firmly believe in the distinctiveness of every business and organisation, whether it be a multinational corporation or a regional start-up. We acknowledge that each entity comes with its own specific objectives and goals. This philosophy also applies to our Team Members. We understand that you have your own professional journey and aspirations, all while being a crucial member of our close-knit RBK Team.

Our journey to success started with a small regional practice and has evolved into one of Ireland's leading nationwide Accountancy Firms. This remarkable growth can be largely attributed to our people and to the personalised approach we adopt. As we continue to expand, we acknowledge a key element in our growth, the dedication we invest in selecting individuals who possess not only the necessary skills but also resonate with our values and contributing to our ongoing success.

If your aspirations include reaching your fullest potential, finding joy in your professional endeavours, and collaborating with colleagues who share your mind-set, we firmly believe that you've embarked on an exceptional path by considering us.

Joe Cleary
Managing Partner

Our Mission

We are a PEOPLE FIRST Professional Services Firm, delivering dynamic solutions and joined up service where our people, clients, communities and our business THRIVE!



Our Values

As a People First Firm, we work as One United Thriving Team, living our Values by:

Putting People First and consistently treat everyone fairly, with respect integrity and trust.



Making a Positive Difference by giving back to our clients and communities.



Being in it Together to achieve a clear end goal by collaborating and having each other's back.



Keeping it Clear and Concise to avoid confusion and bring clarity, purpose and prioritisation for everyone.



Stepping in & Owning it with Excellence by taking responsibility for achieving better outcomes and results.



A little bit about us

For over 65 years, RBK has provided accounting, audit and taxation services to domestic and overseas businesses in Ireland.

Established in 1958, RBK has grown from a relatively small, regional practice to a nationwide, indigenous firm with a sophisticated skills and services profile.

With RBK, graduates are given the opportunity to thrive and develop in a supportive and successful atmosphere. We train and support graduates along with providing them with all the ingredients of a friendly, regionally based practice with all the opportunities and challenges of a leading chartered accountancy firm.



We have
over 250 staff
based across
our 3 locations



We are the **ONLY**
Irish member of
the **Leading Edge**
Alliance Global



We are Ireland's
LARGEST
independently
branded
accountancy
firm



A fully rounded experience

We offer a comprehensive range of accountancy and advisory services – meaning that at RBK you will gain all of the experience, opportunities and training you'll ever need.

Given the nature of our clients and the way we work, we are in a unique position to ensure our Graduates are exposed to a variety of disciplines and departments from the early stages of their career. With RBK you might find yourself focusing on audit one year and tax the next.



Audit

As registered auditors we aim to provide valuable insights to our clients by identifying risk areas and helping them to improve controls. We also help with compliance issues and respond to shareholder and management concerns.

Taxation

We help corporate and personal clients optimise their tax position by taking advantage of the latest legislation and tax incentive schemes. Our services include corporate and personal tax, VAT and succession planning, as well as property structures and international tax matters.

Accounts

Here at RBK we help businesses of all sizes and from all sectors with everything from annual accounts and business plans to credit management and computerised book keeping- all based on a thorough knowledge and close relationship with the client.

Corporate Finance

By providing advice in areas such as business start-up, equity and debt funding, strategic planning, sale and purchase, management buy outs, company valuations and property development, we can help entrepreneurs and corporate clients to maximise value throughout the business cycle.

Insolvency Solutions

Given our extensive practical experience of all aspects of Corporate Reconstructions and Insolvencies, we offer a wide range of services to businesses in difficulty and their providers of capital.

Our clients come from many sectors

Our graduates will have exposure to clients across a variety of sectors.

Some of these sectors include:



Technology



International Business



Charities and not for profit



Credit Unions



Agri Business



Retail



Legal and Professional Services



Healthcare and Medicare



Small and Medium Enterprises



Rewards and Benefits

Programme Benefits

- ✓ First Class, Comprehensive Training
- ✓ Broad and Practical Experience
- ✓ Working with a Large and Varied Client Base
- ✓ Competitive Training Package
- ✓ Exam and Study Support
- ✓ Paid Study Leave
- ✓ Additional Tuition Support

- ✓ A Buddy and Mentoring Programme
- ✓ Professional Subscriptions Paid
- ✓ Career Development Opportunities upon Completion of Training
- ✓ Option to Transfer across Offices
- ✓ An Open Door Policy



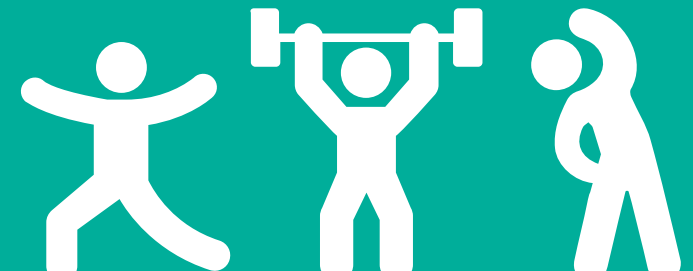
Rewards

- ✓ 3pm Early Finish Fridays (July, August)
- ✓ 4.30pm Finish on Fridays before Bank Holiday Weekends
- ✓ 21 days Annual Leave Rising with Service/Seniority
- ✓ Time off in Lieu (TOIL)
- ✓ Employee Referral Bonus
- ✓ Client Referral Bonus
- ✓ Graduation Day Leave
- ✓ Bike-to-Work and Tax-Saver Travel Scheme
- ✓ Gratuity Voucher



Health and Wellbeing

- ✓ Zevo Health Wellness Programme
- ✓ Employee Assistance Programme
- ✓ Funded Sport and Social Events
- ✓ Communication and Connect (Employee Engagement Activities)
- ✓ Flexible Working



Your graduate journey with us

The RBK Graduate Programme equips graduates with all of the skills and experience they need to develop a successful career in accounting.

At RBK we pride ourselves in providing excellent hands-on training in a collaborative and supportive working environment.

So take your first steps toward success and start your graduate journey with us.

> 1 Joining RBK



> 2 Your Induction



> 3 Our Buddy Programme



4 Continuous Training & Development



> 5 Get Social!

- Regular social events
- Annual BBQ
- Team building days
- International mystery tour
- Communication and Connect



> 6 Professional Exams:

- Full financial support
- Paid study leave
- Choice of professional exam route



7 Congratulations, you're a fully qualified accountant!



> 8 A world of opportunities open up to you



Career Development What's next?

- Promotion
- Individualised Career Plan
- Partner Mentoring & Guidance
- Opportunities to specialise
- Skills training to support career progression



What our graduates say about us!

After completing a three-month internship with RBK in 2022, returning as a Trainee was an easy decision. Since joining I have worked as a member of the Corporate Finance Team in Athlone. I've thoroughly enjoyed the exposure, working with client from various industries and the variety of deals I've been able to work on over the last year. Because of the role's diversity, I've been able to expand my professional skills and knowledge. The Corporate Finance Team is like a tight-knit friend group. We work together on projects, meet weekly, and have regular bonding sessions.

The Firm wide Social Club allows Interns to Partners across the Firm to interact in a social setting. I would strongly recommend RBK to anyone looking to join a Graduate Programme that provides work diversity, client exposure, and personal development. Management has always been open to new ideas, encouraging personal contributions and making team members feel heard.

Your professional development is central to the Firm's value. As a workplace RBK has supported me completely in my career goals.



Sharon Donohoe Corporate Finance Trainee

In September 2021, I joined the RBK's Graduate Programme. Joining the SME Dublin Team within a medium-sized Firm has offered me great opportunities for developing as a trainee and as a person. Working alongside very helpful Seniors, Managers and Partners who support you in your role and professional accounting examinations.

After completing my Accounting and Finance degree at the National College of Ireland, I earned CAPI exemptions. Recently, I completed my FAEs with CAI. The support from colleagues and the Firm's dedication in offering plenty of resources eased the exam pressure. The varied client base from sole traders, charities to small multinational companies has provided me a wide range of experience and enabled me to engage with insightful professionals across various fields. Since joining, career progression has been at the front of my mind and seeing promotions in my department and in others has shown me this is an achievable goal for anyone in the Firm.

Work life balance is a key focus for RBK. There is a great social aspect which is perfect for developing relationships and getting to know everyone. This year I enjoyed participating in a 5-a-side tournament, an outdoor summer event and my colleagues are looking forward to an upcoming foreign mystery tour.



Karl Reilly SME Accounting Solutions Trainee

I joined the Audit & Assurance Department in RBK Athlone as a Trainee in September 2019. Throughout my training contract I have gained experience working on various industry and dealing with different clients.

In the meantime I have received great support from my Buddy, Seniors and Managers who support and assist me with my queries. Although I am working in the Audit Department I also get the opportunity to work on Income Tax, VAT, and Accounts Preparation. I was also given on the job training which is important as it allows me to achieve success in my professional accounting exam.

In addition, RBK organise various sports and social events throughout the year which give me the opportunity to socialise with work colleagues.



Sing Ping Ooi, Summer **Audit & Assurance Senior**

I joined the RBK Graduate Programme in 2019 after completing a Law Degree in UCD. As I did not have an accounting background, I was slightly apprehensive about beginning a career in Tax. Four years on, I recently qualified as a Chartered Accountant with the Chartered Accountants Ireland and been promoted to Assistant Manager in the Dublin Tax Team. I am extremely happy with my decision to begin my career in RBK.

My favourite thing about working in the Tax Department is the variety. We manage a wide portfolio of clients, from many sectors and across multiple tax heads (corporation tax, income tax, VAT etc.), every day is different. We are constantly challenged and have ample opportunity to learn and develop new skills. I find that the diversity within my role really helps me as I complete my Chartered Tax Adviser qualification with the Irish Tax Institute, a qualification which RBK have also supported.

RBK provides support and direction in your day-to-day role and your professional qualifications. As a graduate, you'll be assigned a mentor through the 'Buddy' system, providing early-career guidance and support. RBK also offer revision classes prior to exams which graduates have found very beneficial. There is great opportunities for progression within the Firm. If you are interested in pursuing a career in accounting, I would certainly recommend applying for the RBK Graduate Programme.



Nessa Griffin Taxation Assistant Manager

In 2019, I joined RBK's Graduate Programme after completing my Accounting and Finance degree in NUI Maynooth. I previously completed an internship at RBK from September 2017 to May 2018, where I was made feel very welcome and part of the team which made it an easy decision to return for my graduate contract! Four years later I've completed my training contract, passed my exams, and recently became a member of Chartered Accountants Ireland.

While working in audit, I've gained plenty of exposure to various clients in a wide range of industries which I have found interesting to learn how companies operate across any different industries. During my training contract everyone has been very supportive in helping me through exams and in my work. There is a strong social culture within the Firm which is a massive part in what makes working in RBK such an enjoyable place to work. I actively participated with the Communication & Connect Committee and the Social Club where we have organised events & initiatives with the focus on work life balance and create the best working environment!

Looking ahead, I see a clear route for progression in my career and I feel supported as I look to move further on within the Firm. For those considering an accounting career, RBK is an excellent starting point.



Matthew O'Rourke Audit Senior

I joined RBK as an Audit Trainee in September 2016. Throughout my training contract I had the opportunity to work on a wide range of clients from start-up companies, accounts preparation of small companies to large multinational companies. In the audit department, we gain valuable exposure to tax, corporate compliance, and contribute to corporate finance projects, resulting in a comprehensive accounting profession experience.

Throughout my training contract, RBK provided me with great support during my studies with Chartered Accountants Ireland, helping me progress and qualify as a Chartered Accountant within my training contract. Which in turn gave me the opportunity to progress upon completion of my training contract.

A highlight of working in RBK is the social element. With various social committees organising events throughout the year. This gives a good opportunity to socialise and interact with your colleagues across all departments and levels throughout the Firm. There is also various charity fundraisers throughout the year, a highlight of mine was taking part in the Freezebury Challenge for Jigsaw.



Conor Dolan Assistant Manager Audit

Life at RBK

So, to sum up, RBK is a great place to work, learn and develop a rewarding career. But that's not all, we're also dedicated to the fine art of having fun! There's an active social scene at RBK which the whole Firm enjoys.

Whether its Sporting Events, Summer BBQ's, Treasure Hunts, Mystery Weekends, Christmas Parties or just a get together after work, we recognise that having fun is the best stress reliever going!



People and community

At RBK, we are fully committed to making a positive social impact on our working and local community. We recognise the importance of acting in a legal and ethical manner.

Our employees are our biggest asset, and therefore we have cultivated a healthy and friendly working environment. We provide an equal opportunity workplace. We actively promote health and wellbeing EAP initiatives, team building sports events, and a work life balance, as caring about our people is one of RBK's core values.

We enjoy getting involved in the local community and organise workplace events such as coffee mornings, themed workdays and fundraising events to support local and national charities.



Dublin Athlone Roscommon



Access the application form on any of the platforms below

 rbk.ie/careers/graduate-recruitment

 RBK Chartered Accountants

 @rbkgradcareers

 RBK Chartered Accountants

 [instagram.com/rbk.ie](https://www.instagram.com/rbk.ie)