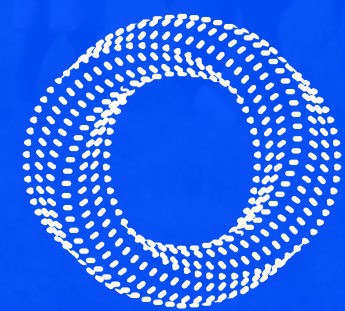


December 2025

Could you be our Finance Assistant?



Thrive
Renewables

Finance Assistant application pack

Thrive exists to tackle the climate emergency, working with investors, developers, businesses and communities to fund, build and operate clean energy projects since 1994. We are looking for a Finance Assistant to cover our Finance Manager's maternity leave

Role overview

Job Title: Finance Assistant

Salary: £26,500 to £28,000 depending on experience

Location: Bristol.

Application process

Please send your CV and cover letter to recruitment@thrivere Renewables.co.uk

Closing Date: 12 January 2026

Interviews: week beginning 19 January 2026

Thrive is an equal opportunity employer, promotes diversity and is committed to creating an inclusive environment for all employees. We're also a UK Living Wage accredited employer, offer flexible and hybrid working and provide a host of other benefits to help you develop in your role and fulfil your potential.



The role

Reporting to the Head of Finance Operations, this role assists the Financial Accountant in managing day to day Finance Operations.

Responsibilities include:

Assist Financial Accountant in day-to-day accounting including:

- Process purchase invoices, manage approvals and assist with supplier onboarding, ensuring accurate coding and VAT treatment.
- Prepare bank postings and reconciliations across multiple entities; investigate and resolve reconciling items promptly.
- Support month-end close with journals (accruals, prepayments), intercompany postings/recharges, and balance sheet reconciliations.
- Help produce VAT working papers and returns, and compile audit schedules and evidence for external auditors.
- Prepare sales invoices, allocate customer receipts, and action credit control follow-ups as needed.

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Job requirements

To be suitable for this role;

- You will have experience working within a finance team in a group environment (multi-entity).
- You will have had exposure to processing accounts payable and accounts receivable, bank reconciliations, journals and basic month-end tasks.
- You will have a grasp of VAT basics and documentation.
- You should be systems savvy—some exposure to Sage 200 (or similar accounting software) is desirable; strong Excel/Teams/SharePoint skills are essential.
- While you do not need to have a professional qualification, AAT or similar is a plus.
- You will be organised and accurate with great attention to detail.
- You will enjoy working with people and being part of a team.

About Thrive

As one of the UK's first mission driven businesses, working with Thrive will see you take an active role in building a cleaner, fairer energy system in the UK.

Our vision: We believe in the power of together. A world where everyone can be part of the clean energy generation.

Our mission: Putting money to work building new sustainable energy projects and empowering people to take action to address the climate emergency.

Since 1994 we've built/funded 45 renewable energy projects, including onshore wind, hydro, battery storage, heat and solar. Plus, we've provided finance for groundbreaking community-owned energy projects and enabled ordinary people to take a stake in the UK's transition.

Thrive is proud to be a certified B Corporation, scoring in the top 3% of all UK B Corps for our positive environmental and social impact.



Our core values

Sustainable at heart

We're totally committed to a clean energy future that benefits everyone. That's why we have been investing in sustainable power in the UK for over 30 years. Thrive people are outcome driven, commercially innovative and passionate about making a positive impact in all we do. We only invest in clean energy projects that deliver long term, measurable environmental impacts.

Rewarding connection

Thrive exists to enable people to change the future of energy for the better. We believe that bringing together people, proven technologies and a pioneering approach will accelerate the transformation our world needs. We share knowledge, insights and opportunities generating outcomes that are good for everyone.

Together we can be a movement for change

We are inspired by being part of a movement that delivers tangible change. A movement that sees the true value of making a positive environmental and social impact. Our eyes are fixed on a better future; let's make the switch from fossil to sustainable, generating clean energy today, for generations to come.

“We exist to power positive change through all aspects of our business from the clean energy projects we invest in, to the workplace we create for our team.

As the need for a cleaner energy system only intensifies, we believe that – together – we can build the projects the UK needs to power our daily lives more cheaply and sustainably.”

Matthew Clayton, Chief Executive Officer



The types of projects Thrive is involved with:

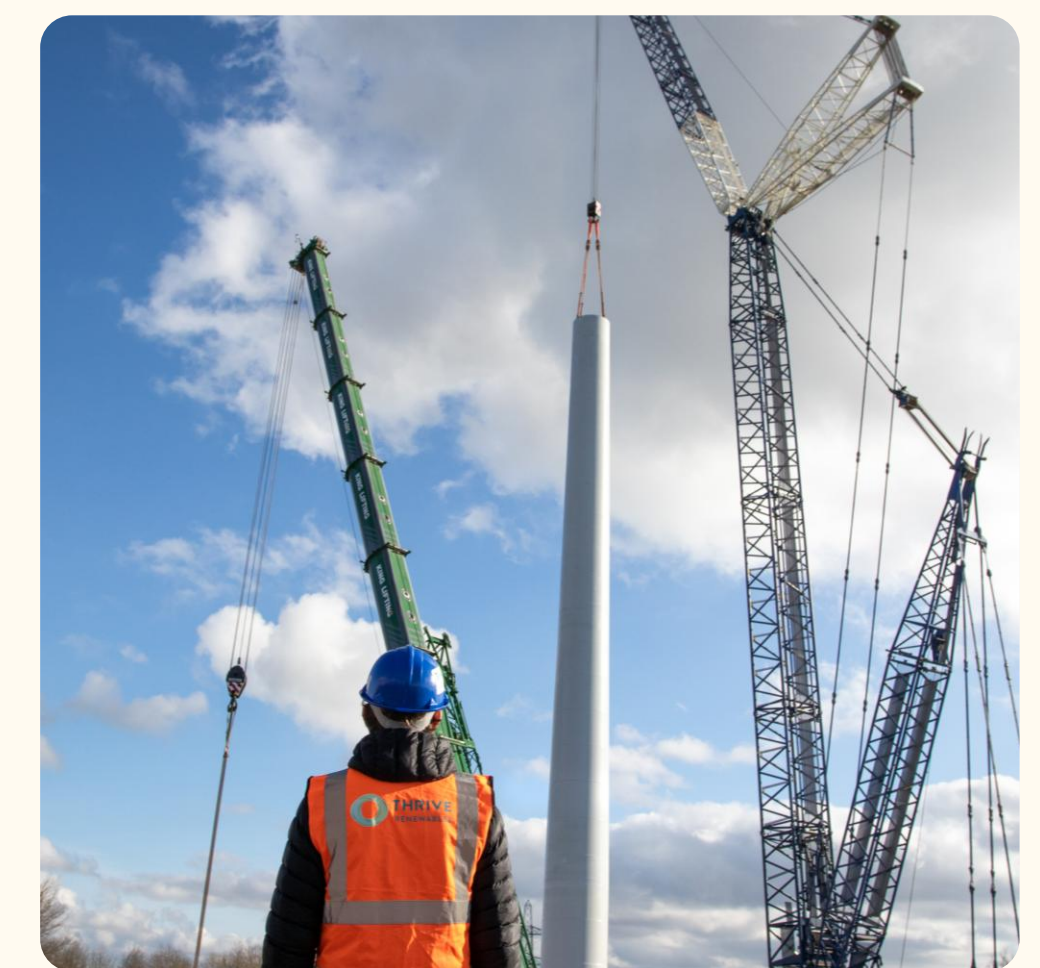
From South Cornwall to the Orkneys, from onshore wind and solar to geothermal, [our diverse portfolio of clean energy projects](#) spans the whole of the UK. You can see our operational projects and those in development on the project map below.



[Operating a 10MW solar farm in Dunmow Essex](#)



[Repowering one of the UK's pioneering wind farm sites on Orkney](#)



[Funding England's largest 100% community-owned onshore wind turbine](#)

Employee benefits

We are committed to a healthy work-life balance, giving you the opportunities and tools to thrive at work while maintaining your own wellbeing as well as those close to you.

Whether it's through our weekly team meetings, lunch and learn sessions or regular social events, we also like to connect with each other as a team, keeping us inspired and engaged in our common goal: tackling the climate emergency.

Financial wellbeing

- Performance Bonus Scheme
- 10% non-contributory pension (after 12 months employment) with sustainable fund
- Life assurance

Physical/mental wellbeing

- 33 days holiday increasing with service with option to buy/sell holiday
- Private medical insurance
- Wellbeing allowance to spend on something to enhance physical/mental health
- Volunteering days

Climate wellbeing

- Support for Low Carbon Travel including a Bike to Work Scheme and access to paid 'journey days' through Climate Perks initiative

Interview process

We contact all candidates and will keep you up to date with the status of your application. If you are shortlisted for interview, our interview process is:

Phone screen

The first stage is an informal chat to tell you a bit more about the position and to establish you and the role are a fit in terms of availability, salary and skills. At this stage, you will be asked if there are any adjustments you need for interview.

First interview – in person in our Bristol office or Teams as agreed

This will be conducted by the hiring manager and another member of the team. During this interview, we will talk through your c.v. and ask competency style questions.

Second/final interview – in person in our Bristol office

The second interview will be conducted by the hiring manager and another member of the team. You may be asked to prepare a short presentation or to complete a task. In most circumstances, we would expect to conclude the interview process after the second interview.



Discover more 🖱️



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