

Netflix Assistant Production Accountant Training Scheme 2026

Frequently Asked Questions

What is the role of an Assistant Production Accountant?

The role is to support the Production Accounting team members who are leading on payroll, petty cash and purchasing cards, and accounts payable.

For more detail please refer to the [ScreenSkills job description here](#).

How can I find out more about this opportunity?

- Please read the Application Pack in full.
 - Please read the Frequently Asked Questions below.
 - If you have any further questions or would like to hear more about the scheme, we will be hosting a live webinar on Thursday 25th September 2025.
 - This webinar will be for 1 hour, 1.00pm-2.00pm.
 - We'll share
 - information about the course from The Production Guild
 - information about placements from Netflix
 - information about access and support by Access All Areas.
 - There will be subtitles and a BSL Interpreter present.
 - There will be an opportunity to ask any questions.
 - To join the webinar, [register here](#).
 - After 25th September, a recording of the webinar will be available to [watch here](#)
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Do you have to be Deaf, Disabled, or Neurodivergent to apply?

Yes, this programme is for Deaf, Disabled and Neurodivergent candidates.

How will my access requirements be met?

- You will have the opportunity to talk to an Access Coordinator about your access requirements before the interview tests and interviews, as well as before the course.
 - The Access Coordinator will support you to develop an Access Passport or “Work With Me” plan, to help you articulate any adjustments you need for this programme or for future work.
 - The Access Coordinator will continue to support everyone’s access requirements throughout the course and the placements.
 - We will provide links to resources and networks that can give guidance and support to production companies on how to create accessible work environments.
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Do I need to tell you my access requirements in the application?

- You are welcome to let us know about any access requirements for applications or interviews, but you do not need to.
 - If you would like to have a confidential conversation with the Access Coordinator before applying, please email access@productionguild.com
 - We can put you in contact directly with an Access Coordinator.
 - Any conversations with Access All Areas can be kept private and confidential.
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What experience do I need?

Applicants should

- have academic or vocational qualifications in accounting, **or** an equivalent level of competence through work experience.
 - Formal qualifications are not a requirement.
 - Relevant experience might include work as a cashier, bookkeeper or in a junior financial administration capacity.
- Have an understanding of and/or have practical experience in **at least one** of the following areas
 - running and processing payroll
 - establishing and monitoring systems for invoices
 - bookkeeping
 - establishing and running petty cash systems.

Must I be based in the UK?

- Yes, applicants must be residents in and eligible to work in the UK.

I don't live near Shepperton – can I apply?

Applicants should

- be open to travelling to Shepperton Studios for the 21 training days between 25th February and 27th March 2026
- be open to travelling to Shepperton or Longcross Studios on a daily basis for the duration of the placement (March 2026 - February 2027).

If you have access requirements that may impact your attendance in person, you can discuss these confidentially with our Access Coordinator.

Do I have to pay to take part in the programme?

- There is no fee to attend and you will receive a weekly salary for both the classroom training and the production placements.
 - If selected, you will be paid the London Living Wage plus holiday for the duration of the training and placement.
 - Holiday pay will be withheld and accumulated until the end of the contract if no holiday is taken.
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Do I need my own laptop?

- No, we will provide a laptop for the duration of the programme.
 - We will also provide standard software for word-processing and spreadsheets.
 - Screen readers, speech to text tools, Grammarly, voice recorders for dictation and other accessibility tools can be made available upon request if required for access adjustments.
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I want to work in the TV/film industry but I'm not sure if production accounting is right for me. Should I still apply?

- You need to demonstrate that you are committed to forging a career in the accounts department to be offered a place on the programme.
 - This is not the right forum for you to discover what area of production you would like to work in, this is an opportunity for those with a passion for accounting.
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Do I have to complete the Equal Opportunities Form?

- You do not have to complete the Equal Opportunities Form if you prefer not to.
- If you are happy to complete the form but would like support filling this in, please email access@productionguild.com and we can put

you in touch directly with our Access Coordinator for confidential access support.

What are the key dates I need to know for the selection process?

Tuesday 10am, 4th November 2025	Application deadline
Wednesday 12th November 2025	Email sent inviting candidates to interviews
Wednesday 19th November 2025	Deadline to respond to invitation to interview
Monday - Thursday 1st - 4th December 2025	Interview Tests
Tuesday - Friday 2nd - 5th December 2025	Interviews
Monday 8th December 2025	Places on course offered by
Monday - Monday 8th -15th December 2025	References contacted
Tuesday 16th December 2025	Places on course confirmed by
Wednesday 25th February 2026	Course starts

Where will the interview tests and interviews take place?

- Interview tests and interviews will usually be held via Zoom, though can be held in person at Shepperton Studios if a candidate prefers this for access reasons.
- The tests will be held at least one day before the interviews to allow the interviewers time to review test results.

What will happen at the interview tests?

- The tests will be run by The Production Guild.
 - There are two interview tests. There will likely be one test in maths and one in excel. If you are selected for an interview you will receive more information about the tests.
 - Each candidate will receive the same tests.
 - Those candidates who have been shortlisted will be invited to complete these tests on a pre-arranged date at least one day before their interview.
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What will happen at the interview?

- The interview will be conducted by industry professionals at Netflix.
 - Each interviewee will be asked the same set of questions.
 - Each interviewee's answers will be independently scored by each member of the interview panel.
 - Results from the tests and interviews will be combined to determine if a candidate has been successful in gaining a place on the course.
 - We will keep a reserve list.
 - If someone decides to withdraw after being offered a place, their place will then be offered to a candidate on the reserve list.
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What if I am not able to attend an interview on the interview dates?

- Because of the timescales involved, we are not able to offer any other interview dates.
 - Please make sure you are able to attend the dates before applying.
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What if I am late for my interview?

- You must allow enough time to be ready promptly for your interview.
 - There will be several interviews each day and we will be working to a tight schedule.
 - We reserve the right to decline to interview anyone who is not ready to be interviewed at their allotted time.
 - If you feel that you may need support to get to the interview on time for access reasons, you can have a confidential conversation with our Access Coordinators to discuss this.
 - This can be arranged by emailing access@productionguild.com
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When will I hear if I am being offered a place on the programme?

- We will aim to offer places, subject to references, by Monday 8th December 2025.
 - We will notify all applicants if this is going to be delayed.
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When will you contact my referees?

- We will only contact referees if you are offered a place on the programme.
 - Please ensure their contact details are up to date.
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What if I cannot start on 25th February 2026?

- If you are offered a place it will be on the condition that you can start on Wednesday 25th February 2026.
 - If you are unable to start on this date your offer of a place will be withdrawn and offered to an applicant on the reserve list.
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How long is the training?

- The training will consist of 21 days spread over 5 weeks, 25th February - 27th March 2026.
 - Each training day will be divided into 4 sessions between 9.30am - 5.00pm.
 - There will be breaks throughout the day including 1 hour for lunch.
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Who is running the course?

The Production Guild of Great Britain (PGGB) is organising the training and will be your main point of contact during the application process.

Will there be any assessment of performance during the classroom-based training?

- Each trainee will be expected to reach a certain level of competency during the training course.
 - If performance is below the expected level, you will not progress to the next stage of the programme.
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Can I leave the programme if it's not right for me?

- Our recruitment process should ensure that Netflix, the Production Guild and the prospective trainee are confident that the right decision has been reached when offering and accepting a place on the programme.
 - Once the programme commences each trainee will be contracted on a PAYE basis to the Netflix productions, with a standard notice period of 1 week.
 - Netflix reserves the right to decide that someone should leave the programme with a notice period of 1 week.
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