

Management Accountant

Job Title: Management Accountant

Department: Finance

Reports to: Finance Director

Job Purpose:

To provide financial insight of business unit and company performance to senior management. Support the operational teams by providing timely and accurate financial management information to assist in decision making in order to maximise profits and improve efficiencies. Support the finance director to ensure that accounting processes and procedures are maintained and developed, management reporting and control is developed, and performance of the business is analysed.

Main Accountabilities:

- Preparation of monthly management reports tracking financial performance including commentaries
- Manage the management accounting ensuring processing is up to date & aligned with agreed deadlines
- Drive process improvements & solve problems to root cause
- Work with operational directors/managers to provide accounting information to support decision making
- Review business unit profitability and investigate variances against budget
- Assist the finance director on other projects and tender submissions as necessary
- Provide financial support to other operational areas of the business and support the finance team
- Assist the FD with budget preparation including commentaries
- Ensure that the accounting systems allow timely and accurate information to be prepared.
- Responsible for the provision of accurate and timely company financial forecasting information in conjunction with FD.
- Responsible for identifying and reporting any cost overspends and suggesting corrective action
- Advise the Board of any financial implications of any activity.
- Any other duties as reasonably requested.

Qualifications and Skills:

Essential

- ACMA or ACA qualified
- 3 to 5+ years of progressive management accounting experience

Desirable

- Contract or retail experience
- Commercial, operational outlook
- Comfortable dealing with operational management who are non-financial
- Able to mix and get on with people with a good sense of humour
- Experience of improving management information reporting
- Analytical mind with ability to solve problems

- Able to work on own initiative
- Able to see beyond the numbers to identify what is driving them.
- Able to write and present reports
- Be flexible and adaptable
- Any systems development or installation experience would be beneficial
- Extensive experience with Sage Projects / Microsoft Projects
- Flexible approach to dealing with and adapting to change.
- Committed to providing excellent customer service
- Ability to respect confidentiality and recognise the importance of data protection.

End