

Financial Accountant – West Midlands

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| Contract: | Permanent |
| Full Time / Part Time: | Full Time |
| Hours: | 35 Hours Monday – Friday 9:00am – 5:00pm |
| Department: | Finance |
| Location: | LCP House, Pensnett Trading Estate, Kingswinford, DY6 7NA |
| Salary: | Negotiable |

Purpose:

The Financial Accountant will be responsible for ensuring the accurate and timely reporting of monthly management accounts, annual statutory accounts & ensuring all tax requirements are adhered to.

The Financial Accountant will help train and develop the management accountants; as well as provide support to the Finance Controller and Finance Director.

Key Responsibilities:

- Production of monthly financial accounts pack for each trading subsidiary to include a profit and loss, balance sheet and cashflow on a timely basis.
- Take ownership of all figures within your portfolio of subsidiaries.
- Review work of property accountants, management accountants & transaction teams and investigate any anomalies.
- Production of variance report with commentary, capital expenditure reporting and bad debt review.
- Support the group financial accountant with month end management reporting for review by UK and Group Finance Directors.
- Monitoring of AP/AR ledgers and ensuring their effective administration.
- Completion of VAT returns.
- Production of cash forecasts.
- Quarterly covenant bank reporting to include financial accounts extracted from the above, covenants, ratio analysis and any other reporting required by the bank.
- Liaison with asset managers to ensure compliance with all banking consent requirements.
- Production of year-end financial statements at subsidiary level in line with FRS 102.
- Production of year-end audit packs and liaison with external auditors.
- Production of tax packs and liaison with tax advisors.
- Review of annual tax computation.
- Preparation of iXBRL accounts for submission to HMRC.
- Liaison with tax advisors to ensure timely and effective responses to HMRC enquiries.
- Assist in the management of the treasury, including foreign accounts.
- Provide support to the FP&A team as required.
- Any ad hoc analysis/projects as required.

Person Specification:

- Willingness to learn and demonstrate a flexible approach to working. Coaching will be provided at any time, but the person must be proactive to ask for help when needed.
- Excellent communication skills, with the ability to interact at all levels of the business.
- Resilient, with the ability to meet tight deadlines and cope with multiple & varied tasks.
- Innovative, with a desire to identify improvements.
- Industry experience would be beneficial.
- Good system skills including advanced excel.

Qualifications / Training:

- Qualified (CIMA, ACCA, ACA etc).
- Qualified to do the role through relevant experience.