

# Job Specification



## Group Management Accountant

Reporting to: Financial Reporting Manager

### Key Purpose

Provide support in preparing, developing and analysing financial information to allow the organisation to make well informed decisions for future stability, profitability and growth in support of the business strategy.

### Responsibilities

- Achieve individual targets and key performance indicators as set and agreed
- Maintain and follow financial policies and management information systems
- Promote, develop and enable our values and culture within the team, including qualification, product and technical knowledge with relevant competency levels achieved and maintained
- Manage and develop individual performance through identification of training needs & implementation of coaching and development plans
- Produce accurate and timely management accounts and financial reports
- Assist with ensuring effective and robust management of the Company's finances
- Assist with Budget and forecasting
- Highlight improvements in financial processes and systems
- Ensure compliance with all financial regulations
- Work collaboratively with all colleagues to deliver an exceptional client experience

### Skills & Behaviours

- Demonstrate, live & instil our values of Fun, Supportive, Professional, Working in Partnership and Ambition
- Work in a trusted environment
- Support the creation of a results driven team, focusing both in the short & long term.
- Focus on technical excellence and decision making with prompt service and quality standard at the forefront
- Confident and capable in communicating, presenting, networking, managing relationships and providing an excellent client experience

- Driven to be pro-active to new challenges and positively shape the desired opportunities and outcomes
- Understand intercompany charges across the wider group
- Understand modern management information systems
- Intellectual with strong commercial acumen and technical accountancy knowledge
- IT literate with advanced excel knowledge and highly analytical

## Qualification

- Level 4 AAT qualified or equivalent
- Working towards ACA, ACCA or CIMA qualification