

## JOB DESCRIPTION

<b>Job Title</b>	Management Accountant
<b>Reports to</b>	Senior Finance Manager
<b>Job Purpose</b>	Delivery of accurate and robust management accounts with insightful variance analysis and commentary.
<b>Key Deliverables</b>	<ul style="list-style-type: none"> <li>• Management accounts for Cost areas of the P&amp;L.</li> <li>• Reporting and insights.</li> <li>• Balance sheet reconciliations.</li> <li>• Process improvements.</li> <li>• Financial accuracy and compliance.</li> </ul>
<b>Key Accountabilities</b>	<ul style="list-style-type: none"> <li>• Deliver accurate and timely accounting to deadlines.</li> <li>• Producing financial/commercial analysis to provide insight and sound reporting and commentary, to enable effective decision making.</li> <li>• Presenting the financial performance for costs to senior finance stakeholders in monthly P&amp;L reviews.</li> <li>• Providing the Finance Business Partners with a clear understanding of the month end actuals and contributing to annual budgeting and planning process as required.</li> <li>• Identify and implement process improvements; to improve accuracy, timeliness and efficiency.</li> <li>• Completion of monthly balance sheet reconciliations to deadlines, including identifying and communicating risks and opportunities.</li> <li>• Produce month end and year end journals.</li> <li>• Contributing to the preparation of statutory and management accounts and supporting the annual and interim audit.</li> <li>• Ensure compliance with all financial regulations.</li> </ul>

## PERSON SPECIFICATION

<b>Knowledge and Experience</b>	<ul style="list-style-type: none"> <li>• A qualified or part-qualified accountant (ACA, ACCA, CIMA or equivalent)</li> <li>• Strong analytical skills with the ability to turn complex data into actionable insights</li> <li>• Experience in producing management accounts and variance analysis</li> </ul>
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|  | <ul style="list-style-type: none"><li>• Ability to work to strict timetables and deliver financial reporting in a timely manner</li><li>• Strong analytical, problem solving and decision-making abilities.</li><li>• Advanced Excel skills.</li><li>• Excellent communication and stakeholder management skills.</li></ul> |
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