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| Job Title | Group Accountant |
| Business Unit | Central Services |
| Location | SOCOTEC House, Bretby |
| Reports to: | Senior Group Accountant |
| Purpose | * Group Accountant to be part of the Group Finance Team |
| General  Responsibilities: | * Preparation of monthly management accounts to a high standard and to an agreed timetable * Preparation of consolidated group management accounts pack and KPI data * Maintaining the intercompany reconciliations and reporting to group on a monthly basis * Assisting with the preparation of statutory accounts using Caseware including IXBRI tagging * Cash flow reporting and forecasting including treasury administration * Reviewing current group finance processes and implementing new processes as required * Provide financial and analytical support to the board of directors when requested * Deputise for the Senior Group Accountant as required * Assistance with group budgeting and forecasting exercises * Assistance with non-finance tasks as required such as company secretarial * Review of corporation tax computations and assistance with yearly tax packs * Other tasks as required |
| Objectives | * Assist the group finance team and to become an integral part of the group team |
| Qualifications | * ACA/ACCA |
| Competencies | * Accuracy * Team work * Accounting and tax knowledge * Intermediate Excel knowledge * Sage 200 knowledge * Hyperion / HFM * Self starter/ proactive on projects |
| Mandatory Training | * SOCOTEC Online Health & Safety Training modules - paid for by the company * SOCOTEC Online HR Policies Awareness modules - paid for by the company |