

Senior Accountant

Job Description

Reports to:	Finance Director
Responsibility for others:	Data Assurance Remunerations
Department:	Finance
Location:	Horsham
Hours:	Monday to Friday 9am – 5:30pm with 1 hour lunch break

Overall purpose of the Job

To ensure the smooth running of the company's finance function and oversight of the accounts department. To look for ways of saving the company money and improving profitability and growth. Assist the Finance Director and to contribute to the wider internal management of BCL, and other committees as deemed appropriate.

Key Activities

- Provide leadership to the Finance and Accounting strategy, to optimise the company's financial performance and strategic position.
- Contribute fully to the development of finance department strategy across all areas of the business, challenging assumptions and decision-making as appropriate and providing financial analysis and guidance on all activities, plans, targets and business drivers.
- Responsible for formulating and reviewing BCL's internal stress-tests and ensuring the accuracy and timeliness of information provided to the FCA for the purposes of stress-testing.
- Provide leadership and help develop the finance team.
- Work with senior teams to grow the business, formulating strategies and plans.
- Ensure corporate budgeting processes are carried out and reviewed.
- Manage the company's treasury management policies.
- Monitor that the regulatory requirements of all statutory bodies are met.
- Corporate finance: manage company policies regarding capital requirements, debt, taxation, equity, disposals and acquisitions, as appropriate.
- Manage other group company policies, allocated to the Finance Department.
- Producing reports for board and committee presentation.
- Establish a high level of credibility and manage strong working relationships with external parties including customers and advisors.
- Analysing the company's financial performance and making long term forecasts
- Manage the group's budgeting process.
- Overseeing the annual financial audit
- Recommending ways of maximising benefits to costs

- Keeping track of the company's financial transactions, including:
 - Systematic recording of financial transactions
 - Analysis of recorded transactions
 - Evaluation of financial position of business
 - Producing information for use by management for decision making, planning and performance evaluation
 - Producing financial statements for meeting regulatory requirements
 - Understanding solvency position

Required Skills/Experience

- Degree in a related subject such as maths, economics, or business
- Completed their accountancy qualifications from one of the following bodies:
 - Associations of Chartered Certified Accountants (ACCA)
 - Chartered Institute of Management Accountants (CIMA)
 - Institute of Chartered Accountants in England & Wales (ICAEW)
- 10 years post-qualification experience
- Proficiency in accounting software and IT literate
- Strong analytical skills
- Broad knowledge of accounting principles
- Excellent leadership, influencing and negotiation skills
- Excellent communicator at all levels

Desirable Skills/Experience

- Understanding of UK GAAP (FRS 102) and IFRS.
- Proficient in FRS 102 to IFRS conversion reporting.
- Experience in financial services and FCA reporting.
- Proactively update CPD

Personal Characteristics

- Meet the requirement for a commercially astute, articulate, technically strong, dynamic, insightful and influential leader with the ability to operate at both strategic and operational levels.
- Exceptional communication skills at all levels
- Strong IT skills, always being ahead of new technologies
- Ability to handle high levels of pressure and critical decision-making.
- High integrity and openness combined with commitment to good governance.
- Energetic, highly motivated, with an enquiring mind and passion for excellence and innovation in pursuit of business growth and success.
- Experience in finance and management