

Management Accountant / Job Description / April 2018

Westbury Control Systems Limited is an expanding design and manufacturing business in Leicestershire, looking to recruit a Management Accountant to lead the finance function. A competitive salary will be offered that reflects the importance of the role.

The position would suit a qualified accountant looking for a first senior financial management role. It is anticipated that the successful applicant will take over from the current Head of Finance during the next 12–18 months.

Reporting directly to the Head of Finance and working closely with directors and operational teams across the organisation, the position will be responsible for delivering in both the technical accounting and commercial business-facing aspects of the company. A natural ability to build relationships with internal and external finance and non-finance parties is a key requirement.

Key functions of this role include:

- Responsibility over a small accounts and administration team and the entire finance function.
- Responsibility for maintaining and improving efficient and accurate accounting records and ensuring all control accounts reflect accurate and up to date values.
- Working with the company's integrated ERP and accounting system and having responsibility over the operation, development and training requirements relating to the accounting module and its functionality within the ERP system as a whole.
- Ensuring that the accounting processes are sufficient to maintain records that comply with up to date accounting and reporting standards, and working closely with the external reporting accountant.
- General company tax awareness relating to Corporation tax, VAT and import duty handling is necessary and the ability to recognise specific tax advantages relevant to the company's activities is desirable. A full knowledge of company tax matters is not expected.
- Ensuring familiarity with a variety of customer and supplier contracts, including reviewing and making recommendations on potential trading agreements including trading terms and conditions and preferred supplier agreements.
- Responsibility over the credit control function including establishment and maintenance of relationships with customers and suppliers and ensuring up to date credit monitoring is maintained. Communication to all relevant personnel including senior management to ensure awareness of credit agreements and issues that may arise.

The applicant must be CIMA/ACCA/ACA qualified, ideally with experience in a technical manufacturing organisation and looking for a financial management role. As a potential senior figure in the organisation and a central contact to the business, it is expected that the successful applicant should be able to work autonomously, establish and deliver to strict deadlines and contribute to developing the company's processes and procedures both directly and indirectly related to the finance function.

Please email CV's to: careers@westbury-uk.com

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