

Version	Version Date	Created By	Approved By
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INTERNAL VACANCY ANNOUNCEMENT

Job Title: FINANCIAL ACCOUNTANT

DEADLINE FOR APPLICATIONS: MONDAY 13TH JANUARY 2025

We are seeking a technically strong Financial Accountant to join the Finance team, reporting directly to the Head of Finance. The successful candidate will help maintain compliance with accounting standards and statutory requirements, prepare accurate financial statements (including income statements, balance sheets and cash flow statements) and ensure the integrity, accuracy and reliability of financial records and transactions across all group companies.

The successful candidate must be able to demonstrate strong understanding of accounting principles in a group company environment with proven experience in a Financial Accounting role. You should be a fully qualified accountant with the ability to share knowledge with colleagues, effectively communicating at all levels of the business. Effective IT skills, time management and organisational skills are essential alongside excellent attention to detail.

Responsibilities and Duties

- Ensure financial processes and procedures are appropriate to maintain the integrity, reliability and accuracy of financial systems and data, complying to accounting standards
- Prepare financial statements for audit for group companies and liaise with auditors
- Maintain company share registers and assist with the administration of company share schemes and share trading processes
- Control monthly consolidation process for group companies by:
 - Coordinating monthly and annual intercompany recharge postings
 - Ensure all intercompany transactions are posted and reconciled across group entities
 - Maintaining up to date reconciled intercompany borrowing positions to support decision making
- Coordinate corporation tax, R&D tax credit and VAT return preparation
- Prepare balance sheet accounts and cash flow reports
- Represent the finance department in business development activities, including projects and M&A activities
- Collaborate with team members to support their development and ensure role coverage
- Work with the Management Accountant to ensure accurate reporting and provide cover as needed
- Liaise with company teams, customers, suppliers, auditors and other external stakeholders to represent the business effectively

Qualifications

- ESSENTIAL – ACA / ACCA qualifications or equivalent

If you would like to apply, please complete or request an internal application form from **Margaret De Soyza**
(Contact: extension 5043 or email hr@elsoms.com)