

## Senior Accountant

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Company: Bush & Co

Location: Daventry

Category: business-and-financial-operations

### **PURPOSE OF THE ROLE**

As Management Accountant you will prepare, develop, and analyse key financial information to assist management and other stakeholders to make informed decisions. This includes, but is not limited to preparing monthly management accounts, reviewing revenue and direct costs, and providing comparison to budget. This is a hands-on and varied role, which will see you support the wider finance team on daily tasks - such as processing invoices - where necessary.

This is a fantastic opportunity for an experienced Management Accountant, ideally suited to candidates with a small business background.

### **WHAT YOU WILL BE DOING AS A MANAGEMENT ACCOUNTANT**

Responsible for developing and training Finance Assistants with the view to management of the team.

Assist in reviewing work prepared by Finance Assistants.

Responding to finance queries throughout the business.

Month end journals, including fixed assets, prepayments, and accruals.

Preparation of the work day files and monthly board pack.

Support with cash collection and credit control.

Monthly balance sheet reconciliations.

Reconcile and input monthly revenue and direct costs into Sage 200.

Support with processing of supplier invoices and payment runs and dealing with queries.

Produce and submit VAT returns.

Supporting the end of year audit.

Other ad hoc duties as required.

## **SKILLS AND EXPERIENCE REQUIRED**

This role will suit you if you are a Management Accountant or Senior Accounts Assistant looking for the next step. You will enjoy a varied role, have a hands-on approach to tasks, able to support the wider Finance team where necessary.

At least 3 years' experience in a similar position.

Purchase / sales ledger experience.

AAT qualified and / or actively working towards CIMA or ACCA qualification.

Excellent excel skills.

Strong numerical and analytical skills.

Experience in accounts preparation including journals, accruals, prepayments, and depreciation.

Pro-active approach.

Highly motivated.

Adaptable and able to prioritise work.

Ability to work to multiple deadlines.

Proven experience of developing a small team.

Experience of Sage200 would be advantageous but not essential.

## **PERSONAL ATTRIBUTES**

Positive attitude

Honesty and integrity

Willingness to learn and develop.

Knowledgeable

Attention to detail.

Unified in working together for the same goals and vision.

Driven to achieve, succeed and progress.

Passionate about our customers, our business and personal performance.

**In addition to a competitive salary, we offer 23 days holiday, a contributory pension, and a healthcare scheme with Simply Health.**

**We have regular communication events, yearly award ceremonies and we have achieved Gold standard for Investors in People and have been voted the 43rd Best Small Employer in the UK for 2022.**

**You can find out more about us at [www.bushco.co.uk](http://www.bushco.co.uk)**

**We look forward to hearing from you!**

\*\* Please note that whilst we have advertised this role as Senior Accountant, your official job title in this role will be Management Accountant.

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