



MANAGEMENT ACCOUNTANT

JOB DESCRIPTION

**DEPARTMENT:**

Finance

**REPORTS TO:**

Finance Manager

**DATE OF LAST UPDATE:**

Sept 2024

ROLE PURPOSE:

As a Management Accountant, your role is truly vital. Every financial report you produce, every budget you oversee, and every forecast you prepare has a direct impact on the company's ability to innovate and provide cutting-edge medical solutions. By ensuring the business operates with financial clarity and precision, you enable the development and distribution of devices that could be the difference between life and death for countless individuals. Your work fuels the mission to improve lives, empowering teams to focus on creating life-saving technology, knowing the financial foundations are secure. In this way, you aren't just working with numbers – you're contributing to a cause that changes lives for the better.

KEY RESPONSIBILITIES:**Financial Reporting and Analysis:**

- 1
 - Prepare monthly, quarterly, and annual management accounts.
 - Analyse financial performance, including variances against budgets and forecasts, and provide insights and recommendations.
 - Produce key performance indicators (KPIs) and financial metrics to assist in decision-making.

Budgeting and Forecasting:

- 2
 - Assist in the preparation of the annual budget and periodic forecasting.
 - Monitor and report on financial targets and budgets, highlighting any risks or opportunities.
 - Support budget holders in managing their budgets effectively.

Cost Management:

- 3
 - Analyse cost structures and provide recommendations for cost reduction and efficiency improvements.
 - Conduct cost-benefit analysis and support cost control initiatives.
 - Monitor project costs and report on project profitability.

Financial Planning:

- 4
 - Provide financial modelling and scenario analysis to support strategic decision-making.
 - Collaborate with various departments to provide financial insights and guidance.

Internal Controls and Compliance:

- 5
 - Ensure that financial practices comply with statutory regulations and company policies.
 - Maintain and improve internal controls, ensuring accuracy and integrity of financial data.
 - Support external and internal audit processes.

Stakeholder Engagement:

- 6
 - Work closely with management, providing financial insights and recommendations.
 - Communicate financial performance and forecasts to non-financial stakeholders in a clear and concise manner.
 - Liaise with external advisors, including auditors, tax advisors, and consultants.

Process Improvement:

- 7
 - Identify opportunities to improve financial processes and systems, driving efficiency and accuracy.
 - Lead or participate in finance-related projects and initiatives.

RELATIONSHIPS:

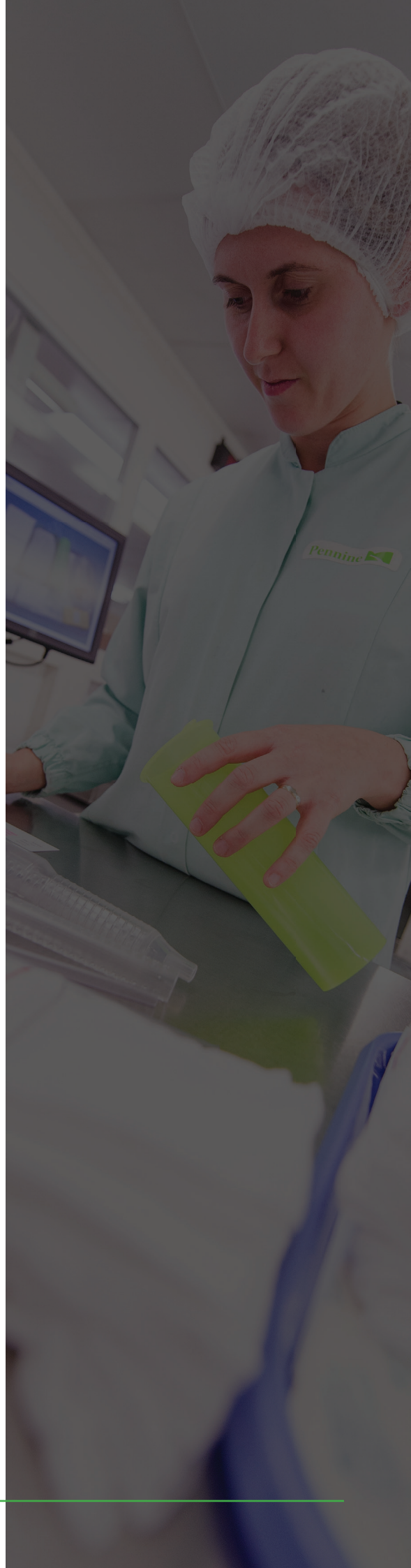
WHO (Role)	RELATIONSHIP (liaison, reporting line, manages)
Finance Manager	Reporting Line
Finance Team	Liaison
Procurement Team	Liaison
Department Managers / Budget Holders	Liaison

LEADERSHIP/SUPERVISORY RESPONSIBILITIES:

- N/A

OTHER REQUIREMENTS:

- Any reasonable request made by the Finance Manager / Finance Director.
- Be aware of and comply with the responsibilities under the Health and Safety at Work Act (1974).



PERSON PROFILE: Experience, Qualifications and Role Specific Skills

Education / Qualifications:



Essential:

- Qualified ACCA/CIMA or QBE
- A level passes or equivalent
- Excellent grades at GCSE Maths and English



Preferable:

- Degree

Work Experience:



Essential:

- Demonstrable experience of success in a management accounting or similar role



Preferable:

- Business partnering
- Manufacturing

Professional Skills:



Essential:

- Commercial awareness and understanding of business drivers
- Strong analytical skills with the ability to interpret complex financial data
- Proficiency in financial modelling and forecasting techniques
- Advanced spreadsheet skills and proficient user of MS Office suite
- Proactive approach with the ability to challenge and influence decision-making
- Problem-solving mindset with a focus on continuous improvement
- Ability to work independently and as part of a team
- Strong ethical standards and high levels of integrity
- Proactive self-starter and team player
- Excellent communication and interpersonal skills
- Strong organisational skills and attention to detail



Preferable:

- Use of several financial software systems e.g. MS Dynamics, Oracle, Sage