

Job title:	Financial Accountant
Department:	Finance
Reports to:	Financial Controller
Responsible for:	Purchase Ledger Supervisor, Payroll Manager, Accounts Administrator
Location:	Warwick
Hours of Work:	37 hours per week Mon-Fri. Early finish on Friday.
Closing date:	

Our values:

We are part of the Terberg Environmental Group that has roots going back to 1869, part of the larger Terberg Group that is still family-owned. With family values at our core, we operate honestly and with integrity. We aim to represent our core values in all areas of our work. Our core values are: Customer Focus, Entrepreneurial Spirit, Flexibility, Innovation, Integrity, Quality and Sustainability.



Job Purpose:

The Financial Accountant owns aspects of the month end reporting process, ensures timely and accurate reporting to Group and holds responsibility for statutory reporting and tax compliance.

Main Duties and Responsibilities:

Financial Accounting

- Month end procedures including closure of ledgers, calculation and processing of month end journals including, but not limited to, foreign currency revaluations and accounting for forward currency contracts
- Maintenance of certain balance sheet accounts
- Preparation/review of balance sheet reconciliations
- Ownership of intercompany process
- Support monthly submissions to Group
- Internal control processes and documentation
- Consolidation of results for two divisions
- Assistance with month end board pack preparation

Management Accounting

- Ownership of the management accounts process for the Parts division of the business
- Assistance with stock accounting for the OE division of the business
- Assistance with calculation of provisions
- Ownership of overhead accounting



Budgeting and Forecasting

- Assistance with preparation of budget and 3 forecasts per year
- Ownership of budgeting/forecasting for balance sheet and cash flow
- Submission of budget and forecast data to Group

Sub Ledger Management

- Ensure sales ledger operates within agreed credit limits
- Review of sales ledger for old balances, credit balances etc
- Monitoring of bad debt provision
- Setting up of new suppliers on the purchase ledger
- Review of purchase ledger for old balances, debit balances etc
- Review of supplier statement reconciliations and GRNI reconciliation
- Preparation of business payment and practices report

Statutory Accounting and Audit

- Management and control of year end audit process – main day to day contact for external auditors
- Preparation of statutory accounts from TB to sign off stage under FRS102
- Production of year end schedules for auditors

Tax Compliance

- Preparation of year end tax pack for tax advisors
- Calculation of year end tax journals and maintenance of control accounts
- Liaising with tax advisors regarding corporate tax, personal tax and indirect tax as required
- Review of quarterly VAT returns
- Review of monthly PAYE/NIC returns
- Transfer pricing documentation and compliance
- PSA returns

Accountabilities & Commitments Required:

- Accountable for the completeness and accuracy of specified balance sheet accounts, ensuring regular, appropriate reconciliations are performed and ensuring that liabilities are discharged in an accurate and timely manner.
- Accountable for management accounts for the Parts division, and overhead reporting for the company.
- Accountable for submission of accurate information to UK Management and Group on a monthly basis.
- Accountable for timely and accurate preparation of statutory accounts and tax information.
- Committed to gaining and maintaining a detailed understanding of required reporting, ensuring accurate information is reported in line with specified deadlines.
- Committed to working with a diligent mindset, ensuring no surprises.
- Obligation to work closely with colleagues both in the UK and overseas, with a willingness to visit overseas colleagues where necessary
- Obligation to work from the company's Warwick premises at least 3 days per week (preferably 5 days), and a willingness to work over and above contractual hours where required to ensure the meeting of deadlines.

Quality & Environmental Responsibilities:

Responsible for the management, compliance and upkeep of the quality & environmental procedures, records, and documents relevant to the role.



At Dennis Eagle we are proud to be an equal opportunities employer and a disability confident organisation. We are committed to fostering an inclusive workplace where diversity is celebrated. As part of our dedication to creating a supportive environment, we guarantee to interview all disabled applicants who meet the minimum criteria for the vacancy. We invite you to engage in an open conversation with us about how we can best support you and ensure that your unique skills and talents are recognised and valued. Your success is integral to our collective growth, and we look forward to working together to create a workplace that empowers everyone to thrive.

If you have any queries or would like to apply for the role, please contact the Recruitment team recruitment@dennis-eagle.co.uk



Criteria	(E)ssential / (D)esirable
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Knowledge	
• Understanding of UK Accounting Standards and their application	E
• Understanding of the audit process	E
• Working knowledge of Corporation tax	E
• Working knowledge of payroll concepts	E

Experience	
• Two or more years' experience of working in an accounting role for a £100m+ turnover company, ideally within manufacturing	E
• Experience of preparing statutory accounts under FRS102	E
• Experience of working in an international group	D
• Line management experience	D

Education / Qualifications	
• ACA or ACCA qualified	E

Job-related skills & abilities	
• Strong analytical, numerical and problem solving skills	E
• Ability to work to tight deadlines	E
• Strong personal and communication skills	E
• Ability to work as part of a team with UK and (remotely) with overseas colleagues	E

Other requirements	
• Ability & willingness to travel throughout the UK and to the Group's offices in the Netherlands.	E

Please note that you may be asked to carry out tasks other than the above that are deemed by your manager to be appropriate, reasonable and within the remit of your role. You will be expected to carry out these ad hoc tasks as requested.

Employee name _____ Employee signature _____ Date _____

Manager name _____ Manager signature _____ Date _____

