**Role Description & Person Profile**

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| **Role** |  |
| **Job title** | Management Accountant |
| **Division** | Central Finance |
| **Location** | Peterborough |
| **Team Structure** | Reporting to Group Finance Manager |

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| **Description** |  |
| **Impact Statement** | Support and drive the Central reporting and compliance team by ensuring the integrity and accuracy of the Central financial and management reporting. |
| **Role Objectives** | * Reconciliation of Central balance sheet accounts ensuring they are completed accurately * Reconcile and make postings to the Group loan accounts and reconcile on a regular basis. Follow up any queries with ABF and British Sugar * Monitor and reconcile the various intersystem accounts regularly taking appropriate action where required to ensure accurate accounting * Maintain the fixed asset register, running period analysis and reporting, depreciation, additions and write offs when required becoming the key point of contact within central finance * Central cost recharges to other cost centres and divisions * International payroll journals and recharge * Intercompany and call account reconciliation * Assist the Central Finance Manager with the preparation of the year-end audit file * Support process improvement and system implementation projects as required * Engage and develop strong relationships with Key Stakeholders. |
| **Key Stakeholder** | * Finance Business Partner * Group Finance Manager * FCs/FMs across different divisions |

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| **Person Profile** |  | **Essential or**  **Desirable** |
| **Knowledge** | * Part/newly qualified professional (CIMA/ACCA/ACA) with management accounts * Attention to detail, accuracy and an ability to work to tight deadlines is crucial * A good level of computer literacy * Effective Communicator who will be confident dealing with both internal and external stakeholders where appropriate * Well-developed problem-solving skills are essential given the complexity of some of the transactions and accounts * Experience of process improvements/system implementation | E  E  E  D  D  D |
| **Key Behaviours** | * Enjoy working in a fast-paced environment * Ability to work as a self-starter and collaborate with the central finance team * Natural curiosity with a desire to learn and develop * Demonstrate accountability * Resilience * Ability to challenge to drive performance |  |
| **Other Factors** |  |  |