

## FINANCIAL CONTROLLER

### SNAP SHOT:

Responsible for the day-to-day management of the finance department, operational finance team and reporting functions. The role oversees business risk ensuring a sound internal control environment exists and there is effective compliance to all statutory obligations. The Financial Controller will work closely with the Financial Director to achieve the strategic aims of the business and drive through change in the team and wider business as a whole. The individual will be expected to apply good commercial acumen to the role, proactively manage the P&L and balance sheet of the business and be able to effectively deputise for the Finance Director when required.

### REPORTING TO:

Finance Director

### KEY ACCOUNTABILITIES:

- Full day to day operational responsibility for the finance function (existing team of 11 across Reporting, Payroll, Purchase and Sale Ledger, Stock Control and Management Accounts)
- Recruit, lead, develop and motivate that team to evolve and become a 1st in class Finance department
- Responsibility for all financial reporting (weekly trading accounts, management accounts & year end statutory requirements)
- Oversee the production of accurate and timely annual budgets, quarterly reforecasts and weekly cash flow forecasts
- Ensure compliance with tax requirements and work with external advisors to minimise tax burden for the business
- Risk management – Assist in managing external relationships and associated internal processes (audit, insurance, legal, energy, operational banking and transactional relationships)
- Ongoing pro-active management of overheads in the business to drive down costs in all areas

- Challenge and improve existing controls and processes in the finance team and wider business taking full ownership for the internal control environment
- Contribute to commercial decision making and assist FD in setting strategy for the team and wider business
- Management, review and sign off of all outgoings in the business ensuring rigorous checks are done
- Project management of key strategic initiatives and systems development (from evaluation, through testing and implementation to live use)
- Ability to deputise for Finance Director when required

## **EXPERTISE MATCH:**

- Qualified chartered accountant (ACA, CIMA, ACCA)
- Previous retail industry (multisite environment) experience a distinct advantage
- Demonstrable experience of leading and developing a Finance team in a fast paced environment

## **SKILLS MATCH:**

- Excellent Excel & IT skills
- Resilient by nature, adaptable to change, passionate with a real desire to succeed
- Able to credibly communicate effectively at all levels internally and externally to the business
- Ability to present accurate financial data in a concise manner and has good attention to detail
- Can deliver to deadlines and thrives under pressure