

## POSITION DESCRIPTION

### Senior Finance Associate

#### SUMMARY

We are looking for a person to join our finance team who has a passion for driving value for their organisation by providing accurate and insightful daily and strategic financial contributions.

You will join a growing international business dealing with currencies & treasury, international and UK tax work, P & L's, and monthly management reporting and with a necessity for a close alignment to the operational execution of account-based work.

The successful applicant will fulfil a key leadership role within the Finance Team and will be responsible for maintaining financial and accounting services in accordance with internal procedures, accounting practices and statutory requirements.

In addition to the above the applicant will have responsibility for analysing and improving our financial systems and procedures and providing support to the Leadership team on financial and operational KPI's.

Your finance work will be wide ranging, from strategic analysis to the accurate management of data, from UK based work to work in the USA and EU, from cost analysis to activity-based analysis and from self-managed activity to team and issue leadership.

You will play an essential role within the finance team, and ideally be experienced in the finances of an LLP. Group accounting would be advantageous. You will have achieved or be working towards achieving a professional qualification in accounting.

## KEY RESPONSIBILITIES

- Lead and support the running of monthly management accounts, including the preparation and interpretation of financial statements
- Manage and improve accounting, financial systems and controls
- Assist the team with our financial year end audit
- Preparation of group VAT / GST returns
- Support the running and maintaining of our sales ledger, including raising of invoices, recording cash receipts, reconciling and reporting at month-end
- Update and maintain the fixed asset register, including depreciation calculations and disposals
- Play a key role in the team management process for Finance
- Build external relationships with banks and advisors
- Co-ordinate and work on business projects as assigned by the Leadership team
- Attendance and participation at business meetings supporting decision making with accurate analysis

## SKILLS & ATTRIBUTES

We are looking for an experienced individual that can demonstrate application of being

- Self-motivated and able to prioritise workload to meet deadlines
- High on integrity
- Excellent planning and organisational skills
- Strong analytical and problem-solving skills
- Reliable team player, exhibits high levels of accuracy, attention to detail and assume responsibility
- Strong communicator that can tailor their approach to their audience
- Resilient, able to work under pressure in a fast-changing and virtual environment
- Pro-active in building effective working relationships – able to collaborate widely with colleagues across the business
- Willingness to learn and develop
- Highly computer literate to inc Excel, Powerpoint, Word & Outlook, Power BI

In short, we are looking for a motivated team player who wants to be a key part in the success of a growing business.

### KEY REQUIREMENTS

- Qualified or Part Qualified Accountant (ACCA, ACA, CIMA)
- Good technical IFRS accounting knowledge / willingness to learn
- Demonstrated experience of working in a Finance role

### SALARY & BENEFITS

The role is full time, permanent (40 hours per week).

As we are a global business, there may be times when you will be needed to support different time zones. We are open to flexible working hours.

In addition to a salary, the role offers the following benefits: -

- A health care package that extends to both yourself and your family – life assurance, income protection, BUPA medical insurance, dental insurance
- Holiday entitlement of up to 33 days per annum (inc statutory holidays)

### ABOUT S A PARTNERS

Over the last 25 years we have supported organisations globally to deliver sustainable transformation programmes. We help our clients develop their internal capability and business systems, ensuring they achieve long term success. We have a passion for improvement, and we want individuals and organisations to make a positive impact and succeed. With five SHINGO award-winning publications we are also recognised as thought-leaders in Leadership, Continuous Improvement and Operational Excellence.

We have offices in the UK, Ireland, USA, and Australia. Our business is owned by the Partners who work in it day to day.

### FOR MORE INFORMATION:

Visit our website: [www.sapartners.com](http://www.sapartners.com)

Follow us on LinkedIn: <https://www.linkedin.com/company/s-a-partners>

Follow us on Twitter: [@S\\_A\\_PARTNERS](https://twitter.com/S_A_PARTNERS)

## TO APPLY FOR THIS POSITION

To apply for this position either:

- ▶ Register online at [www.sapartners.com/careers](http://www.sapartners.com/careers)
- ▶ Email your CV to [Clare.Pryce@sapartners.com](mailto:Clare.Pryce@sapartners.com)

Please do contact our team if you would like to discuss this role in any way.