**Management Accountant**

Our client is a well-established accountants based in Gomshall and they are looking for a Management Accountant to cover a maternity contract from mid-May 2024 through to the beginning of April 2025.

Our client is offering a salary of £30,000 - £40,000 (pro rata) with a pension, 25 days holiday (pro rata) and 2 days a week working from home.

**Key Duties:**

* Bookkeeping processes, including invoice processing, bank reconciliations and client email address management
* Produce profit and loss accounts, budgets, cash flows, periodic management accounts, variance analysis and commentaries
* Assist in the production of the annual budgets and periodic forecasting
* Provide management reporting for decision-making, including project appraisal, evaluation and post-implementation analysis
* Ongoing review of cash flows and production of forecasts
* Calculation, presentation and payment of VAT
* Report on company assets and liabilities including balance sheet account reconciliations and review of intangible assets
* Ensure compliance with all financial regulations

**Knowledge & Experience:**

* Management accounts and bookkeeping experience
* Proven technical ability, ideally with prior use of Xero and Sage
* Understanding of modern management information systems
* Ability to manage workload and maintain client expectations
* Excellent interpersonal skills with the ability to communicate at all levels with both financial and non-financial personnel
* Intellectual with a strong commercial acumen

Thank you for taking the time to apply to OPR Resourcing Specialists. If your application is successful you will be contacted within 7 days. We apologise but due to the high volume of applications we receive we are unable to provide feedback on individual CV's.

Please note that by applying for the above job it will be understood that you accept our Terms of Business and Privacy Policy which can be found on our website on the page "Find A Job".