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**Management Accountant (FT196)**

**Full Time, Permanent**

**Competitive Salary**

**40 hours per week, Monday – Friday (8am-4.30pm)**

Cotteswold Dairy is a successful family business, which has been running for over 80 years, and is one of the UK’s largest independent family run dairies. Operating over 5 sites, including within Shropshire, North Wales and Gloucestershire, we are a profitable and stable business.

Your role, as the Management Accountant, will be responsible for working with management to provide financial information to allow them make management decisions. Help management use financial information to inform business strategy. Relay information from finance department to management team. Review and appraise capital projects and improvement projects such as debt collection, debt reporting and control.

**The successful candidate will:**

• CIMA/ACCA/ACA Qualified or finalist

• Past experience in a management accounting role

• Business intelligence reporting skills/experience

• High level excel skills – visual basics/macros etc.

• Knowledge of Sage 200/Sage 50 payroll

• Strong Multitasking, and self-prioritizing skills

• Good time management/meets deadlines.

**Day to day, the role will include:**

• Record and analyse financial transactions for project, department, company and group.

• Reconcile spending with budget as part of job/product costing.

• Assist in the analysis of financial performance and forecast.

• Review and recommend methods and strategies for cutting cost

Further details can be viewed on the accompanying Job Description below.

We are committed to training and giving you the skills and abilities to carry out your role, providing progression and opportunities, allowing you to build a long term relationship with the Company. In addition to this, we offer:

|  |  |
| --- | --- |
| * Competitive salary | * Cycle to Work Scheme |
| * 30 days holiday inclusive of Bank Holidays | * Refer a Friend Scheme – potentially receive £250 |
| * Group Personal Pension Scheme – 4% Employee and 4% Employer contribution | * Employee shop – discounted products and potential free delivery |
| * Online employee benefits platform | * Free car parking |

For an informal discussion about the role, please contact Esther Annis or Human Resources on 01684 298959. To apply please email [hr@cotteswold-dairy.co.uk](mailto:hr@cotteswold-dairy.co.uk) with an up-to-date CV.



**JOB DESCRIPTION**

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| --- | --- |
| **Job Title:** | Management Accountant |
| **Department:** | Finance |
| **Base Location:** | Tewkesbury |
| **Hours:** | The position is based on an average of 40 hours per week. (Monday – Friday, 8am – 4.30pm) |
| **Relationships:** | Managers and Internal Departments |
| **Responsible to:** | Financial Controller |
| **Responsible for:** | None |

Established in 1938, Cotteswold Dairy is one of the UK’s leading independent, family-owned dairies. We support local farmers and communities by delivering the freshest, finest quality products and first class customer service.

**Team Cotteswold:**

At Cotteswold Dairy we recognise that we will achieve far greater success working as a team, with empathetic people management and valuing each other, our staff and our customers.

The aim of ‘Team Cotteswold’ is to give a disciplined and determined effort to value everyone and everything and as a consequence make the Company the first preference for employees and customers alike over the long term.

**The Team Cotteswold Vision:**

A well-managed business, with controlled profitable growth, that has an excellent reputation and is recognised as a place of opportunity where people are motivated to work.

**JOB DESCRIPTION**

**Overview:**

Responsible for working with management to provide financial information to allow them make management decisions. Help management use financial information to inform business strategy. Relay information from finance department to management team. Review and appraise capital projects and improvement projects such as debt collection, debt reporting and control.

**Main Duties & Responsibilities:**

*The main responsibilities and functions of this role include:*

* Record and analyse financial transactions for project, department, company and group.
* Prepare financial statements for internal and external use, e.g. VAT returns, depot and department accounts and budgets, government statistics, financial analysis and reporting.
* Reconcile spending with budget as part of job/product costing.
* Assist in the analysis of financial performance and forecast.
* Review and recommend methods and strategies for cutting cost
* Maintain records and support annual audit requirements
* Internal audit, Year-end stocktaking and help prepare stock valuations.
* Credit Control - improvement project: - lead the team in improving standards, working practices, co-ordinating depot and central credit control processes. Driving efficiency and improving credit control debt collections (DSO) and reporting.
* Advise/assist depot/department manager on financial decisions, debt collection and customer/round profitability.

**Skills & Qualifications:**

**Essential:**

* CIMA/ACCA/ACA Qualified or finalist
* Past experience in a management accounting role
* Business intelligence reporting skills/experience
* High level excel skills – visual basics/macros etc.
* Knowledge of Sage 200/Sage 50 payroll
* Strong Multitasking, and self-prioritizing skills
* Good time management/meets deadlines.

**Desirable:**

* Past experience of credit control