



Job Description

May 2022

Job Title	Group Project Accountant: Envirogen Group
Reports to	Group Financial Controller
Based	Alfreton, Derbyshire - Hybrid
Role	Full-time

Job Purpose Summary

To support Group Finance and the North American, UK and Europe Business units in delivering the Group's medium term plan objectives. Working for Group you will be deployed as required to the Business Units. You will be expected to proactively identify opportunities for business performance improvement and ensure that the Group develops and maintains high standards of accounting and operational procedures and controls. Ensure there is an accurate and timely flow of financial and operational information to support each of the Business Units and Group.

Key Responsibilities and Accountabilities

- Deliver accurate and consistent management reporting information to meet the needs of the Business Units within the required timescales. Including monthly management reporting and project status reporting.
- Maintaining all relevant Cash flows for each project
- Monitor and analyse all project expenses, providing robust financial challenge and commentary as part of the reporting process
- Reconcile the financial reports to the source ledgers to ensure integrity of the data provided
- Working closely with the Business Units to ensure budgets and forecasts are included accurately for each of the projects
- Supporting Group Finance and the Group CEO with project related questions
- Looking after project records and contracts to ensure terms are adhered to
- Reviewing current processes for management accounts preparation and streamlining across the Business Units.
- In conjunction with the Business Units, compile information and liaise with auditors, as required
- Ensuring robust and consistent financial reporting across Business Units ensuring that the Group's policies and procedures, including relevant accounting standards are adhered to

- Business Partnering with non-finance managers to develop processes and the understanding of financial requirements
- Creating bespoke financial reports
- Developing financial systems along with the Business Units to make processes more user friendly
- Provide additional support to Group Finance and the Business Units as required

Key attributes

- Qualified Accountant in the UK (ACMA, CMA, ACCA) or equivalent with accounting and financial management experience.
- Experience of working closely with operations within a project, manufacturing, or service delivery environment.
- Good commercial awareness.
- Innovative self-starter with the ability to embrace change.
- Collaborative team player with the ability to connect with employees at all levels; easily and effectively interacting and working with senior management and staff.
- Strong organisational, analytical, and problem-solving skills with a great attention to detail.
- Excellent at meeting deadlines.
- Experience with Sage accounting software products is advantageous.
- Proficiency with Microsoft products.