



Job Description for Management Accountant

Overview

Chess Dynamics is an established Leading Design & Manufacturing business, with several sites across the UK. Our product range is cutting-edge and services the surveillance and defense industries with products that aid specific client requirements - driving innovation is at the heart of everything we do.

We currently require a Management Accountant to join our small Finance team. The successful candidate will be responsible for managing the Sage Line 50 accounts system and for preparing and maintaining financial reports.

Key Responsibilities

- As Management Accountant, you will report directly to the Financial Controller and in his absence to Financial Director.
- You will be responsible for the preparation of monthly management accounts.
- This will include bank reconciliations, fixed assets, prepayments and accruals in order to produce a monthly trial balance.
- Preparation of monthly reconciliation's and schedules to support the trial balance.
- Co-ordinating with the team for reconciliation of supplier statements, processing supplier payments and issuing remittance advices.
- Support the team with the collation of monthly expenses and credit card transactions
- Working with the Financial Controller on the preparation of year-end audit files.
- Responsibility for overseeing Project Accounting, including working with Project Managers to establish robust cost control and reporting, to be able to maintain budgetary control over projects.

The Successful Applicant:

- The successful candidate must have previous experience in preparing management accounts, ideally in an engineering or manufacturing business.
- Previous exposure to Project Accounting is required for this position.
- Some experience of VAT, EC Sales Lists and Intrastat would be advantageous but not essential.
- Ability to effectively manage internal and external expectations
- Good attention to detail with the ability to communicate at all levels.

What's on Offer

A competitive salary with benefits including 26 days Annual holiday (Plus Bank Holidays), Contributory Pension, Income Protection.

Location: Horsham