



Job Title	Financial Controller
Department	Finance
Approximate Department Size	12+ people
Reports to	CFO
Direct Reports	6
Working hours and pattern	40 hours per week, Monday – Friday
Will this role qualify for tronc or bonus?	Bonus

Purpose of this role

This key leadership role is responsible for managing the central finance team and overseeing the smooth day-to-day financial operations of the business. Working closely with the CFO and wider operational teams, the role plays a pivotal part in ensuring accurate financial reporting, maintaining strong financial controls, supporting business performance, and driving continuous improvement across a fast-paced and diverse operation.

Responsibilities

- Lead, manage, and develop the central finance team, providing guidance and support across daily operations.
- Manage and coordinate month-end and year-end close processes in line with reporting deadlines. Lead and oversee audit,
- Review and oversee monthly management accounts, reconciliations, accruals, and prepayments.
- Oversee payroll processes, ensuring accuracy and compliance with relevant legislation.
- Oversee payment processes, ensuring accuracy, compliance, and timely supplier payments.
- Maintain and improve financial controls, systems, and processes across the finance function.
- Support budgeting and forecasting activities alongside senior finance leadership.
- Ensure compliance with statutory reporting, tax obligations, and audit requirements.
- Partner with operational teams and senior stakeholders to provide financial insight and support business performance.
- Assist with continuous improvement initiatives and strategic finance projects.
- Provide ad hoc support to ensure the smooth running of the finance department.

Characteristics needed for this role

- Commercially minded with the ability to support operational teams and drive performance improvements.
- Highly organised, accurate, and able to prioritise effectively in a fast-paced environment.
- Strong communication and interpersonal skills with the ability to build relationships at all levels.



- Proactive, adaptable, and able to lead teams through change effectively.

Skills and experience needed for this role

- Proven people management and leadership experience.
- Strong understanding of financial controls, reporting, and accounting processes.
- Experience overseeing payments, payroll, and month-end processes.
- Excellent IT skills including Excel and finance systems.
- Strong analytical ability and high level of numeracy.
- Previous experience in a Financial Controller or similar senior finance role.

Skills and experience desired for this role

- Experience improving financial systems and controls,
- Strong stakeholder management skills,
- Experience supporting operational teams with commercial insight and performance improvement.

Qualifications needed for this role

- ACA, ACCA, CIMA or equivalent professional accountancy qualification.

What systems will be used in this role?

- Sage X3,
- Oracle (Opera and Symphony)
- Microsoft Office suite.

Department Description

The Finance department supports all areas of the business through accurate financial reporting, effective financial controls, budgeting, forecasting, payroll, supplier payments, and commercial analysis. Working closely with operational teams and senior leadership, the department plays a key role in ensuring the smooth financial management of the business across a diverse and fast-paced operation.