



Job Title	Systems Accountant
Department	Finance
Approximate Department Size	12+ people
Reports to	Financial Controller
Direct Reports	None
Working hours and pattern	40 hours per week, Monday – Friday
Will this role qualify for tronc or bonus?	Bonus

Purpose of this role

The Systems Accountant ensures our finance systems run smoothly and meet business needs. Working closely with both Finance and IT, this role maintains and improves our ERP system to support accurate reporting, efficient processes, and reliable data.

Responsibilities

- Support the administration, maintenance, and development of the Sage X3 ERP system and associated financial tools.
- Act as the point of contact between Finance and IT for system updates, enhancements, and issue resolution.
- Drive continuous improvement of finance system processes, automation, and reporting capabilities.
- Manage system configuration changes, testing, and user training as required.
- Develop and maintain documentation for finance systems, processes, and controls.
- Assist with system audits and compliance checks, ensuring data integrity and alignment with accounting standards.
- Partner with stakeholders across Finance, Operations, and IT to gather requirements and deliver system-based solutions.
- Support month-end and year-end processes from a systems perspective, ensuring timely data availability and reporting.
- Provide user support and training to finance and wider business teams on system usage and best practices.

Characteristics needed for this role

- Strong attention to detail and commitment to accuracy.
- Analytical thinker with a problem-solving mindset.
- Proactive and adaptable to changing business needs.
- Effective communicator who can bridge technical and financial teams.
- Collaborative team player with a willingness to share knowledge.
- Clear communication skills with the ability to liaise effectively between finance and technical stakeholders.



<ul style="list-style-type: none"> Analytical mindset with a proactive approach to problem-solving and process improvement.
Characteristics desired for this role
<ul style="list-style-type: none"> Naturally curious and eager to learn new systems. Comfortable working in a fast-paced, evolving environment. Ability to influence and gain buy-in from stakeholders.
Skills and experience needed for this role
<ul style="list-style-type: none"> Proven ERP/finance system experience (Sage X3, SAP, Oracle, Netsuite). Strong knowledge of GL, AP, AR, budgeting, and reporting. Excellent Excel and data analysis skills.
Skills and experience desired for this role
<ul style="list-style-type: none"> Direct Sage X3 experience (configuration, reporting, user administration). Knowledge of SQL or database experience. Familiarity with finance and operational system integrations.
Qualifications needed for this role
NA
Qualifications desired for this role
<ul style="list-style-type: none"> Qualified or part-qualified accountant (ACCA, CIMA, ACA) or equivalent finance systems experience.
What systems will be used in this role?
Sage X3
Department Description
<p>The Finance team is a core part of the business, managing financial operations, reporting, and systems that underpin decision-making. We collaborate across departments to ensure accuracy, compliance, and efficiency in all financial processes, supporting the business to achieve its strategic goals.</p>