

Financial/Management Accountant

Location: Southwark, London SE1 (min 2 days per week plus flexible working)

Competitive Salary plus Company performance-related bonus, healthcare insurance & wellbeing benefits

Exciting opportunity for a newly/almost qualified finance professional to move into industry and combine a passion for wine with the finance day job in a global growing business

About us

Liv-ex is the global marketplace for the wine trade, with over 500 members worldwide. We offer B2B services that span trading, data, logistics and technology to a diverse group of wine businesses – from ambitious start-ups to established merchants.

Our goal is to make fine wine trading more transparent, efficient and safe for the benefit of our members and the market as a whole. We are hard-working, committed yet informal, energetic and action oriented.

Founded in 2000, Liv-ex has grown to serve a growing number of merchant members with a broadening range of services. We help clients and other stakeholders to better understand the fine wine market and identify opportunities to profit.

Summary Purpose

Liv-ex is looking for a technically strong newly qualified accountant with great communication skills, a process driven mindset and an eye for the detail to support the Finance Director in providing a proactive, customer focused finance solution for the organization. This is a great opportunity for someone who wants to make the move into industry and have the opportunity to set up and ensure adherence to appropriate systems and processes to drive efficiency into the operation and manage risk effectively, partnering across the business to add value.

Role Responsibilities

- Assisting in production of trial balance and all relevant supporting documentation on a monthly basis in a timely and accurate manner to agreed timescales
- Maintain nominal ledger; ensure designated control accounts are reconciled on a monthly basis; manage designated accruals and prepayment accounts and processes and post monthly journals
- Maintain fixed asset register
- Management of cash book and credit card account
- Support the Finance Director and Financial Controller in the preparation of monthly Management Accounts
- Assist in preparation of Annual Budget and Quarterly Reforecasts
- Manage VAT reporting and processes in compliance with current VAT legislation, and maintain up to date knowledge of current VAT legislation and changes
- Proactively identify system and process improvements and opportunities to add value to the business and work to implement change as necessary
- Support Accounts payable and Accounts receivable as required
- Respond to queries from customers, suppliers and the Liv-ex business as necessary
- Provide support to external and internal auditors as required
- Preparation of ad-hoc reports and analysis as required by the business

Knowledge, Skills & Experience

Essential

- ACA, CIMA, ACCA newly qualified or finalist.
- Intellectually strong. Must be highly numerate and literate
- Proven working knowledge of UK GAAP
- Ability to build reports and financial models from scratch
- Strong analytical skills, the ability to share and explain the results of analysis in a meaningful way to both Finance and non-Finance personnel
- Excellent questioning and listening skills with an ability to assimilate accurate information
- Ability to multi-task with consistency and accuracy and able to prioritise and re-plan in a methodical manner. Can set objectives and plan how to achieve them
- Able to assimilate, collate and record information, demonstrating a high degree of accuracy
- Ability to identify issues based on financial performance and take necessary action
- Able to use Microsoft Word and Outlook to an intermediate level and Excel to an advanced level
- Adept in the use of a PC, internet and email and able to grasp new software applications easily and quickly.

Nice to have

- Big 4 qualified
- Experience of working in B2B
- French language skills

Attributes:

- Self-driven and results oriented
- Reliable, consistent and tenacious, able to work at pace
- Seeks responsibility and is accountable for actions (of self and others)
- Articulate, approachable and open communicator with the ability to flex to accommodate customers, colleagues, suppliers and other contacts. Able to instantly build and maintain rapport with a range of people
- A proactive and dynamic attitude to problem solving, with ability to use initiative and common sense
- Uses initiative to react with a sense of urgency and consistency to challenges when presented
- Able to self-motivate and think clearly under pressure to deliver requirements to a consistently high standard
- Enjoys working to targets, striving for results within strict deadlines
- Team focused, enjoys proactively supporting colleagues

Applicants to contact Lucy Greene at lucy.greene@strattonhr.com