

**GOODWOOD**

**The Role**

The **Management Accountant** will be part of Finance Team and report to the Finance Business Partner. Responsible for ensuring the production of month end accounts, reconciliations, invoicing and regular forecasting and annual budgeting, along with ad hoc analysis. This role will include working along side General Managers to review business performance and manage cost control.

**About us**

At Goodwood, we celebrate our 300 year history as a quintessentially English Estate, in modern and authentic ways delivering extraordinary and engaging experiences. Our setting, 12,000 acres of West Sussex countryside and our story both play significant roles in Goodwood’s success. What really sets us apart is our people. It is their passion, enthusiasm and belief in the many things we do that makes us the unique, luxury brand we are.

**Passionate People**

It takes a certain sort of person to flourish in such a fast-paced, multi-dimensional environment like Goodwood.  We look for talented, self-motivated and enthusiastic individuals who will be able to share our passion for providing the “**world’s leading luxury experience.**”

**Our Values**

**The Real Thing Daring Do Obsession for Perfection Sheer Love of Life**

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| We employ meticulous attention to detail to create experiences, as they should be. We are honest and open. | We don't mind breaking the rules to create the best possible experiences. We will take tough decisions | It’s a team thing – everybody mucks in to make things happen. We're madly passionate about what we do | We want to make everyone feel special by loving what we do. |

**Purpose of the role**

To produce accurate and timely forecasts, budgets and month end accounts for your designated business areas, including assisting general managers with ad hoc financial analysis, and to provide assistance across the finance team, including various reconciliations. Work with general managers to review performance and closely monitor cost control against budget and forecast.

**Responsibilities**

**Accounting & Forecasting**

* Produce accurate forecasts on a regular basis having fully reviewed revenue and costs with department heads
* Produce accurate and timely management accounts reflecting current performance in line with current forecasts. Including inputting various monthly journals (accruals, stock, etc) to fit with the groups accounting methodology.
* Provide commentary for your P&Ls on all variances to budgets each month end.
* Produce the annual budget for your areas, including P&L, Cash and Capital Expenditure.
* Balance sheet reconciliation of key accounts to ensure accuracy and reliable accounts.
* Responsible for various recharges and other ad hoc monthly tasks.
* Monitor and analyse trading performance against budget. Understand and challenge all variances whilst communicating any performance issues.
* Ensuring that a full reconciliation process has been undertaken (fully automated wherever possible) against other operational systems and business forecasts to ensure data accuracy and integrity.
* Working with the departments to assist in the control of outstanding debt and communicate the likely cash implications for cash management by the Central Finance team.
* Work closely with the Financial Accountant to ensure the delivery of the year-end Audit process, ensuring all supporting reconciliations are complete.

**General**

* Provide key financial data and support across the entire business
* Deliver and actively engage in projects, opportunities and business reviews as required
* Ensure all finance records are kept accurately and securely and in line with company guidelines and legislative requirements
* Foster an environment where improvements to processes and systems are welcomed and encouraged
* Assistance at Events as when required

**Additional duties:**

* Flexible approach to changing finance needs and requirements
* To undertake any other duties as requested by the senior management team, in accordance with the scope and responsibilities of the role

**Qualities you will possess**

* Passion for what you do
* Positive and friendly with a “can do attitude”
* Attention to detail
* Ability to prioritise and organise
* Proactive
* Take responsibility for yourself
* Confident to make decisions and to stand by them
* Good negotiation and influencing skills
* Excellent communicator
* A sense of fun!

**What do you need to be successful?**

* Qualified or part qualified and studying towards a final professional accounting qualification (ACCA/CIMA)
* Advanced Microsoft Excel Skills.
* Up to date knowledge of UK General Accounting Policies.
* Strong previous experience in a commercial environment
* Excellent organisational and time-management skills.
* Ability to manage tight workloads to deadlines.
* Confident to challenge at all levels of the business where appropriate.
* Ability to work autonomously and as part of a team.
* Able to identify and deliver control and process improvements.
* Be methodical, accurate and analytical.
* Excellent communication skills including effectively communicating financial information to non-financial personnel.
* Real commitment to quality.
* Drive and ambition (this role takes energy).