

JOB SPECIFICATION

Management Accountant

Responsible to: Senior Project Accountant
Primary Location: London with travel

Morgan Sindall Investments, a division of Morgan Sindall Group plc, is a leading partner in long-term multi-site property joint ventures. We offer a unique way for our partners to access the entire range of construction and regeneration skills in the group. Morgan Sindall Group plc is a leading UK construction and regeneration group.

Job Purpose

The Management Accountant will be a key member of a small team delivering finance services to our property joint ventures. This will include preparing management accounts, board reports and statutory accounts, managing tax compliance and overseeing transaction processing.

The role will be based in central London office but travel will be required to visit local offices and project sites.

Main responsibilities

- Prepare management financial information for group reporting
- Prepare monthly management accounts and the finance section of board packs for joint ventures Boards
- Prepare annual budgets and forecasts
- Prepare annual statutory accounts and manage the external audit process
- Review VAT and CIS returns for accuracy and ensure timely submission to HMRC
- Liaise with tax advisors to produce corporation tax computations and ensure timely submission to HMRC
- Oversee the accounts receivable and accounts payable process
- Oversee monthly loan drawdowns and ensure that joint ventures are using cash efficiently

Key competencies

The successful candidate must be:

- A recently qualified accountant (ACA, ACCA or CIMA)
- Willing and able to take responsibility for delivering the finance services to clients to a high standard
- Able to communicate financial information effectively through written reports and in board meetings
- Have strong attention to detail
- Able to manage own time effectively to deliver work to the required standard and to deadlines when working under time pressure
- Must be proficient and confident in using Microsoft Excel
- Be a cohesive team player that can develop strong relationships with multiple stakeholders
- Have a good knowledge of UK accounting standards, VAT and corporation tax