

career opportunities

Business: PMES

Ref: 10/003

Location: Rugeley

Financial Controller

Job purpose

A vacancy has arisen for a Financial Controller to join our Finance Team, reporting to the Finance Director.

The role will involve the management of a busy finance department with 4 staff members. The job will require the successful applicant to take responsibility for the preparation of monthly management accounts and forecasts, as well as preparation of year end statutory accounts, whilst ensuring compliance with IAS and Ultra Group financial procedures and policies.

Key responsibilities

- Responsible for Project Costing, Purchase ledger, Sales Ledger, Cashiering and Fixed Asset Accounting
- Preparation of monthly management accounts and finance commentary
- Preparation of budgets
- Preparation of strategic plan/financial projections
- Preparation of monthly profit and loss and cash flow forecasts
- Oversee general ledgers
- Management of accruals and pre-payments
- Preparation of year end statutory accounts consolidation pack
- Compliance with IAS
- Insurance declarations
- Group and HMSE returns
- Register of reconciliations
- Payroll audit
- Monitoring of provisions
- Organisation of and preparation for year-end audit
- Development of financial models
- Quarterly Operating Costs meetings with Departmental Managers
- Staff appraisals and training plans

Personal attributes

- Qualified CA, CIMA or ACCA and relevant managerial accreditations
- Demonstrate a proven track record as a Financial Controller
- Managing in a team based, multi-skilled environment with the ability to lead and motivate direct reportees
- Ability to communicate with staff at all levels
- Competitive, goal orientated and ambitious
- Ability to take on difficult assignments
- Driving and energetic with a sense of urgency to get things done quickly
- Ability to work proficiently well under pressure and to deadlines
- Logical, task orientated and analytical
- Can follow rules but is also capable of showing initiative
- Ability to interact with internal and external stakeholders
- Good problem-solving skills
- Maths and keyboard skills

Applications should be forwarded to Human Resources at: vacancies@ultra-pmes.com

Closing date for application – 30 July 2010

Ultra Electronics is committed to equal opportunities and career development both within and across all businesses. If you are interested in the vacancy listed above, please speak to your Manager or local Personnel contact in the first instance.