



GOODWOOD

The Role

The **Group Management Accountant** will be part of Group Finance Team and report to the Group Head of Finance. Responsible for ensuring that the whole suite of Group reports are accurate and timely and continue to evolve with the business.

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

Always inspired by Goodwood's heritage

Derring-Do

Daring to surprise and delight

Obsession for Perfection

Striving to do things *even* better

Sheer Love of Life

Sharing our infectious enthusiasm

Purpose of the role

To support the Group Head of Finance with the completion of the core financial duties of Group Finance, with a heavy focus on Management reporting, Budgeting, Debtors, Cash, VAT and Statutory reporting.

Responsibilities

- Assist the Group Head of Finance in managing the delivery of timely and accurate Group Management Accounts prepared in line with Group accounting policies, including P&L variance analysis, Net Debt, Group Debtors, Stock, Capital and commentary.
- Retail monthly management accounts with variance analysis and commentary, budgeting and forecasting, meeting regularly with the manager and the wider team, weekly revenue reports, stock reporting, gift card contact, event forecasting and other ad hoc requirements.
- Produce Group Overhead monthly management accounts with variance analysis and commentary, meeting regularly with managers, and create accurate budgets and forecasts.

- Collate & Issue the weekly KPI & Revenue reports, co-ordinating the data from a number of sources, ensure data is consistent and accurate.
- Assist the Group Head of Finance in co-ordinating, consolidating and analysing the Group budget.
- Report the current Aged Debt position on a Bi-weekly basis, closely monitoring the overdue debts.
- Monthly Cash Reporting and daily monitoring of Cash balances to ensure Cash is maximised within the Group.
- Prepare the monthly and Quarterly VAT reconciliation and HMRC returns.
- Assist the Group Head of Finance in designing and implementing improvements in Group controls and establishing best practices to aid the Group Financial Accountant with the production of the Statutory accounts.
- Work with the Central Finance team to review credit/debit balances on Debtor/ Creditor ledgers. Investigate and resolve as required to ensure ledgers are accurate.
- Maintain corporate credit cards and assist users with administrative issues as required.
- Maintain quarterly covenant calculation document for the Group banking facility and report outcome to Group Head of Finance and Chief Financial Officer.
- Supporting Group Head of Finance in Ad Hoc projects and identify and deliver projects that will benefit the Group – We are currently looking at implementing an electronic invoicing and expense system, you would be a key person in this project.

Qualities you will possess

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| <ul style="list-style-type: none"> • 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 | <ul style="list-style-type: none"> • Confident to make decisions and to stand by them • Good negotiation and influencing skills • Excellent communicator • A sense of fun! |
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What do you need to be successful?

- Part qualified, studying towards a professional accounting qualification (ACCA/CIMA), Study package will be provided.
- Up to date knowledge of UK General Accounting Policies.
- Excellent organisational and time-management skills.
- Ability to manage 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.
- Good Microsoft Excel Skills - essential
- Be methodical, accurate and analytical.
- Excellent communication skills including effectively communicating financial information to non-financial personnel.
- Ideally (but not essential) have experience from Leisure and/or Event and / or Retail industry and of working with multiple Companies.
- Real commitment to quality
- Drive and ambition (this role takes energy)