

## Group Management Accountant

Line manager: Finance Manager – Management Reporting  
Grade (if applicable): 2  
Direct reports: N/A



### Role purpose:

This role sits within the Group Financial Control team at Peabody and will play an essential part within the Management Reporting team, providing high quality and timely performance information that supports effective decision making.

The Management Accountant will play a key role in the month-end management reporting process, producing high-quality reporting that is insightful and supports decision making at the most senior level of the organisation.

### Key Results:

- Deliver accurate, timely and high-quality management reporting, ensuring all internal and external reporting deadlines are met.
- Ensure controls to ensure high data quality, accurate ledgers, and compliance with the company financial and operating regulations are being followed.
- Produce insightful and meaningful reporting to help the business and stakeholders identify underlying reasons for variances to budget and forecasts, and to identify potential areas of risk or opportunities.
- Update the monthly financial inputs in the master Excel model to ensure data is stored, collected and integrated efficiently.
- Ensure financial outputs and all metrics are reviewed thoroughly and able to explain variances to previous periods.
- Support the business in decision making to ensure Peabody's strategic aims are realised, producing narrative and commentary reports.
- Deliver processes improvements, including month-end reporting and accounting processes, working in a collaborative manner across teams and departments and maintaining a positive approach to change at all times.
- Timely performance of monthly tasks.
- Provide support for ad hoc queries or signposting stakeholders to relevant teams across finance.
- Carry out any other duties and be deputised as required.

### Success metrics:

- Provision of high quality and timely performance information that supports effective decision making for the directorate.
- Ensure data quality, working with managers and internal teams to improve the quality and integrity of data.
- Strong relationships with key stakeholders, key Finance Managers and internal teams.
- Ensuring that budget holders have the requisite skills, experience and tools to fulfil their responsibilities.

### About you:

#### You will be:

- A great communicator both written and verbally and understand the different message needed for different audiences.
- Passionate about identifying the root causes of what is driving variances to budgets and forecasts.
- Detailed but with the ability to evaluate and comment on wider picture.

Version Date:

Signed off by:

- Confident managing internal and external stakeholders to deliver on the organisation's month-end objectives.
- Someone who has a desire to implement good practice and effective financial controls.
- A flexible and adaptable team player.
- Able to work under pressure, multitask and meet deadlines.

**You will have:**

- Experience preparing management accounts (preferably with Charities Commission, Registered Social Landlord or Community Benefit Society accounts experience).
- Excellent interpersonal and customer service skills.
- Clear written and verbal communication.
- Ability to coordinate conflicting deadlines during month-end.
- Good understanding of finance systems and experience using data visualisation tools (e.g. Power BI).
- Up to date technical knowledge (preferably with Charitable organisations & Housing Associations)
- Experience performing analytical reviews
- Advanced Excel & Word skills
- Knowledge of accounting software (Sun Systems desired) and other core finance systems.
- CCAB accountancy or other qualification with post qualification experience.