



## Management Accountant

### Roles and Responsibilities

- Review of subsidiary management accounts and reports
- Enquire on matters requiring attention
- Preparing detailed analysis for management
- Prepare reports for discussion with Managers
- Preparing and/or reviewing financial statements
- Preparing and/or reviewing tax computations
- Bookkeeping and preparing reconciliations as and when required
- Prepare monthly management accounts pack as and when required
- Assist in the audit process of both subsidiaries and Group
- Assist with other duties of the accounts department
- Assist in the budgeting process/preparing budget information for management
- Admin/ Ad-hoc works

### Educational Qualifications

- Bachelor's degree or equivalent in a finance related field

### Experience Requirements

- 3-5 years' experience (preferably in Audit firms)
- Professional qualification - ACA/ACCA/CFA - (at least partly qualified)
- Well organised with high level of accuracy
- Good analytical skills with excellent written and oral presentation abilities
- Excellent interpersonal skills
- Ability to work under pressure and meet tight deadlines
- Be prepared to work odd hours on an ad-hoc basis
- Available to travel as and when necessary

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