Bremsen Technik (UK) Ltd
Quality Automotive Products

Job Title	Financial Controller
Reporting to	Group Financial Controller
Direct Reports	Finance Assistant
Scope of the role	Responsible for BTUK, BTH and BT Hong Kong; monthly management accounts, reconciliations, and audits

Purpose

Ownership of the BTUK, BT Holdings & BT Hong Kong entities (with a finance assistant), ensuring the delivery of a professional, high value service.

Key Accountabilities

- Produce accurate and timely monthly management accounts, inclusive of detailed **balance sheet reconciliations** and reporting.
- **Audit project management** and information provision.
- Develop a strong understanding of each balance sheet reconciliation, with applicable **process notes**.
- Identify opportunities for process improvements to **enable automation** (e.g. excel formulas).
- Provide weekly cash forecasts, ensuring sufficient funds are available to support each entity under your control.
- Work with a finance assistant to actively promote their development.
- Create a strong partnership between finance, management and operations to help drive financial business results.
- Provide commercial analysis and cost drivers to the leadership team to monitor and influence business performance.
- Support work to supply regular statutory returns for VAT/ ONS to external parties.
- Ensure completion of branch accounts for international branches where appropriate.
- Produce budgets/forecasting, working with budget holders to deliver achievable budgets.

Technical Skills/Experience

- **Qualified or part qualified** ACA/CA/ACCA/CIMA
- Experience as an **auditor** or being the **audit point contact.**
- Strong use of **excel formulas** to develop **process improvements**.
- In-depth understanding of **reconciliations, controls and cash flow management**.
- Strong **IT** skills, being proficient in Office 365 packages and the ability to learn new applications where required.
- Strong analytical skills to effectively analyse financial reports.

- Communication skills - Ability to convey financial information to non-financial team members in an understandable and engaging way.
- In-depth knowledge of budgeting and financial forecasting
- Desirable, but not essential – use of Merlin Accounting software & Phocas BI

Key Competencies

- Maintains a **positive attitude** and a strong sense of opportunity.
- Determination and **tenacity** to manage a project through to **completion**.
- Shows initiative to **question and improve** existing processes rather than accepting the norm.
- Demonstrates **organisation** and **prioritisation** skills in managing volume and variety of work.
- Takes **control** and **accountability** for their own actions, to proactively deliver what is required.
- Excellent communication skills with the confidence to interact with internal and external stakeholders across the business.
- Demonstrates flexibility and adaptability to change.
- Proven ability to consistently deliver under pressure and meet deadlines.
- Demonstrates critical thinking and ability to analyse and challenge information.
- Identifies and commits to personal development goals.