

Job Title: Financial Analyst
Reporting To: Finance Manager
Department: Finance
Location: Woking GU21 6DJ
Hours: Full-time

Finance Analyst

An exciting position has become available for a full-time Finance Analyst based in Woking Surrey.

Role Requirements

- Educated to 'A' level standard.
- Studying for a professional accounting qualification (AAT, ACCA or CIMA) would be desirable.
- Minimum of 1 year' experience working in a finance/accounting capacity preferably in the mortgage, consumer credit and/or financial services industry.
- Excellent IT (specifically Excel), analytical, administration and organisational skills.
- Effective communication skills.
- Financial analysis skill set.
- Strong team player who is friendly and professional.
- Strong attention to detail.
- Self-starter with a 'Can do' attitude. Pragmatic, flexible and solutions orientated with a dedication to maintain the highest standards.
- Committed, conscientious, hardworking, and focused upon delivering results.
- Confident and clear communicator.
- Open, honest, reliable and with integrity.

Main Responsibilities

- Assist with monthly management account reports including Profit and Loss Account, Trial Balance, Balance Sheet, etc.
- MI analysis and reporting.
- Ensuring the integrity of the period financial reporting.
- Liaise with suppliers and customers and respond to email requests/queries/chase debtors/update creditors.
- Undertake daily reconciliation of bank accounts and payment activity.
- Be responsible for financial correspondence or data production for HMRC, FCA, auditors, banks, company creditors, insurers, etc.
- Production and reconciliation of purchase orders and invoices.
- Input of Invoices and various journals to accounting system.
- Assist with Ad-Hoc queries.

Why should you apply?

- The chance to join a fantastic company.
- To become part of a hardworking, dedicated team.
- To showcase your current knowledge and skill set in the field.
- To be a proactive member of the company.
- Casual dress.
- Company pension.
- Bonus Scheme.
- Cycle to work scheme.
- Private medical insurance.
- Referral programme.