

omegaplastics

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Omega Plastics Job Opportunity

Financial Controller

Job Role

This is an exciting opportunity for an accounting professional to take on a dynamic role within an expanding fast moving business. The successful candidate will need to be confident, enthusiastic, forward thinking with strong leadership and influencing skills. As Financial Controller you will have a key role to play in the future development of the financial procedures as well as the development of our extensive MRP and Financial Software solution.

Job Description

Reporting to the Finance Director your duties will include the following:

- Full control of purchase and sales ledgers including credit control
- Assisting with monthly management accounts with a view to producing management accounts, including accruals and prepayments;
- Monthly payroll processing for all employees and assisting with Year-end payroll submissions – P60's, P11D's etc.
- Process PAYE/NI and VAT returns
- Assisting with the management of the company's Pension scheme
- Monthly reconciliations of the bank, HP, debtors and creditors; wages control accounts
- Maintenance of monthly fixed asset registers.
- Reconciliation of inter-group balances
- Assisting in the introduction of an MRP system, and consistent monitoring and testing to ensure accuracy
- Assisting with the production of job costing reports
- Monitor bank accounts daily and when necessary updating the Cash flow
- Management of the companies CID facility, including reporting to the bank
- Ensure that all financial transactions are properly recorded, filed and reported
- Examine all financial reports and date closely to check for discrepancies
- Prepare various weekly and monthly financial reports
- Plus other general and administration tasks

Skills & Experience

- Professional accounting qualification or qualified by experience
- Proven managerial experience within an accounting department

- Experience in sage line 50/200
- Experience in MRP systems and job costing
- High level Microsoft Excel experience
- Flexible approach
- Can work to deadlines
- Good communicator at all levels

Details

Please email your CV and cover letter to:

careers@omega-plastics.co.uk

Alternatively please send your CV and cover letter for the attention of:

Careers
Omega Plastics
Unit 4 Queens Meadow Business Park
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