

Finance Manager
Full time Permanent Role
Location: Brighton & Hove
Competitive Base Salary and Benefits Package

Finance Manager Based Brighton & Hove, United Kingdom

The Company:

An exciting opportunity has arisen for an experienced Finance Manager to join a leading and award-winning Cyber Security consultancies. This role is a vital part of our rapidly expanding team. Responsible for strategic analysis and for the collection and preparation of accounts, The Finance Manager will report directly to a Board Director and will have an opportunity to advance and have a strong voice in the strategic direction of our growing company.

You will be joining a group of highly skilled professionals in an established, respected IT Security company with a loyal customer base internationally. The ZDL Group is a vibrant and progressive company with an agile team that is passionate about what we do and an office culture that is one of dynamism and strong teamwork, in a relaxed but demanding environment. Our service delivery mantra: Consistency, Quality, On Time, Every Time and In Budget.

Competitive salary and bonus package is on offer to the right candidate. This includes our EMI Share Option Scheme, Pension, Private Healthcare for your family and much more. The successful candidate will be based in our Hove office for this permanent role with The ZDL Group. In this role you are fully responsible for all activities in the Finance department without any immediate reports for now.

Job Spec:

Reporting to the Finance & Operations Director, the key areas of your position with us will be daily financial management, planning, forecasting, margin analysis and ensuring all information is up to date and accurate, as well as understanding the day to day constraints of managing the finances in a business environment. You will need be a self-sufficient person who is trustworthy and dependable as you will be an integral part of the management team and will be asked to assist in driving the success of the business. You must be able to work to deadlines and complete tasks accurately and efficiently.

Roles and Responsibilities:

Financial Reporting:

- Cash Flow Forecasts
- Monthly Sales Reporting
- Monthly Profit and Loss
- Keeping forecasted figures current
- Individual project margin analysis
- Gross margin analysis
- Accounts Receivable collections – ensuring our positive cash flow
- Spotting client trends via analysis
- Formulating strategic and long-term plans

General Accounts:

- Customer Invoicing
- Supplier Payments
- Banking Reconciliations
- Quarterly VAT
- Companies House Annual Returns
- Expenses Reconciliation
- Supplier and Customer Invoice Queries
- Maintain financial ledgers
- Working with our accountant for year-end books/corporation tax
- Keeping abreast of changes in financial regulations and legislation
- Conducting reviews and evaluations for cost-reduction opportunities

Payroll:

- Processing Monthly Payroll
- Calculating Sales Commission
- Pensions Payments
- Bonus Payments

Key Candidate Criteria:

- Must be completely proficient in using Xero accounting software
- Proficient with Excel
- Proven experience in a small and/or medium business environment in Finance
- Ability to work independently and confidentially
- Organised and detail oriented – with an 8:30-5:30 Mon-Fri schedule
- Must have an accountancy qualification – Accountancy degree /AAT Level 4 Qualified / studying towards CIMA/ACCA

The successful candidate will need to provide suitable references and will be required to have background clearance checks, employment will be subject to the results of this screening. In the first instance, please provide your current CV and contact details to Nadia Parelo, The ZDL Group HR Assistant Manager at nadia.parelo@zdlgroup.com . For further information, please visit www.zdlgroup.com.

Benefits

- Competitive salary with annual reviews
- Performance-related bonuses
- Company pension scheme

- Private Medical Insurance
- Company Share Option scheme
- Length of Service is linked with increases in allocated holiday days
- Car Allowance (for certain positions)
- Parking/Season ticket scheme
- Bonuses for employee referrals
- Structured learning and development plans which can include support for professional qualifications
- Entertainment and social activities
- Annual eye tests

About ZDL Group

At the forefront of IT Security Consulting, The ZDL Group's client base is diverse. Our blue-chip clients span across EMEA and come from all industry sectors from medium-size organisations to the FTSE100. Our holistic, 360° approach to IT Consulting Services and complementary security solutions are unparalleled and enable us to retain our clients by working as their strategic security partner, delivering far greater ROI.

We have two passions, Total Customer Satisfaction and Total Security Management; to deliver this, we employ only the very best people across all our locations in Brighton & Hove, London, Manchester, Edinburgh, Amsterdam, Dublin and the US.