

Direct Wines Role Profile

Position Title	Finance Manager – IT & Group Costs
Reports To	Director of Finance
Overall Job Purpose	To act as Business Partner to the Director of Finance and Group CFO on Group Costs accounting, including depreciation and capitalisation policies. To act as Business Partner to the CIO, providing commercial insight on the IT cost base and ways of optimising drivers of costs.
Key Responsibilities	<p>Scope:</p> <ol style="list-style-type: none"> 1. Development of and hands on support for a team of 2 part-qualified accountants 2. Financial Control of IT and Group Cost centres, making sure costs are monitored throughout and in line with group governance 3. Production of consistent, accurate, timely and insightful management and statutory financial reporting for Group Costs and IT, including the Group’s IT delivery centre in Chennai 4. Preparation and review of forecasts, budgets and medium-term plans, ensuring these are subject to appropriate challenge and analysis 5. Analysis of IT and Group Costs performance against forecasts, budgets and medium-term plans 6. Preparation of capitalisation and depreciation papers for regular review 7. Business case and commercial support for project investments and performance of post-implementation reviews 8. Support the CIO in developing annual and medium-term plans for IT 9. Responsibility for Group Costs and IT cash forecasting, overseeing purchase ledger, VAT returns and bank account reconciliations 10. Ad hoc financial projects <p>Principal Accountabilities:</p> <ol style="list-style-type: none"> 1. Delivery of consistent, accurate, timely and insightful management and statutory reporting and analysis, reflecting operational and strategic needs for Group Costs and IT. 2. Delivering smooth month-end reporting and year-end close within established timelines. 3. Coaching, appraising and setting personal development goals for a team of 2. 4. Establishing a culture of continuous improvement to ensure effective support to changing business needs.
Qualifications	<ul style="list-style-type: none"> • Educated to degree level or equivalent • Accounting qualification and PQE essential
Experience	<ul style="list-style-type: none"> • Experience of UK GAAP, including FRS102 • Experience of managing and developing teams • Experience of building internal and external working relationships • Experience working within a flexible, autonomous culture • Experience of working within management teams on complex issues • Ability to influence thinking and decisions effectively • Ability to establish a culture of customer service and achieve agreed service standards
Personal Qualities and Skills	<ul style="list-style-type: none"> • This role requires a flexible team player, capable of both working independently and collaborating with others. • Multi-tasking and prioritisation skills are necessities. • This role requires attention to detail and strict adherence to deadlines. • Must be able to demonstrate excellent numerical and communication (verbal and written) skills.