

# Job Description



1. The Position	
<b>Position</b>	<b>Management Accountant</b>
<b>Company information</b>	<p>Founded in 2006, Welsh Power has unrivalled experience within the independent energy sector in the UK.</p> <p>Welsh Power is a leading developer and operator of assets designed to support the transition to a zero-carbon electricity system. Welsh Power plays an important role in balancing the UK electricity network by complementing the growth in renewable generation and helping the UK to deliver on its carbon reduction targets.</p> <p>The company currently manages 548 MW of highly efficient, flexible power plants and are one of five companies delivering a high-profile National Grid ESO stability pathfinder contract for a new stability asset to be built in South Wales.</p> <p>Welsh Power is also an employee-owned business.</p>
<b>Position Summary</b>	<p>As an Management Accountant, you will report to the Finance Manager and support the day to day running of the finance function. The Management Accountant will be part of a reporting team of 4, and a wider finance team of 12. The Management Accountant will have exposure to commercial and operational staff.</p> <p>The role will also support the wider organisation on financial issues and project work.</p>
<b>How to Apply?</b>	Please send a CV to: <a href="mailto:careers@welshpower.com">careers@welshpower.com</a>
<b>Manager</b>	The successful candidate will be reporting to the Finance Manager.
<b>Key Accountabilities</b>	<p>The Management Accountant will support the team by performing various tasks, including, but not limited to:</p> <ul style="list-style-type: none"> <li>○ Lead on, and assist with the reconciliation of key account codes and raising and posting of accruals, prepayments, and relevant journals, and managing the monthly close process.</li> <li>○ Be heavily involved in delivering the monthly management reporting pack for multiple companies, covering the financial statement (including balance sheet and income statement), as well as highlighting the business performance against the budget. The reports should be accurate, well-presented, and timely, with meaningful commentary.</li> <li>○ Developing and implementing scalable and standardized reporting methods.</li> <li>○ Assisting the Finance Manager in monitoring work distribution within the team and ensuring deliverables are met based on an agreed timetable.</li> <li>○ Adopting a continuous improvement approach to ensure robust processes, controls and reporting are in place, automating processes where possible.</li> <li>○ Supporting operational processes for revenue settlement and cost validation, including further development and implementation of revenue and AR controls.</li> <li>○ Preparation of supplier and intercompany payments runs.</li> <li>○ Assist the auditors in annual audits.</li> <li>○ Completing monthly / quarterly HMRC filings (e.g. CCL returns, Group VAT returns)</li> </ul>

	<ul style="list-style-type: none"> <li>○ Assisting with the production of operational budgets and forecasts.</li> <li>○ Supporting other financial administrative matters for the project companies.</li> <li>○ Performing such other accounting related functions that may be assigned from time to time.</li> </ul> <p>This list of duties may be subject to change to meet the future requirements of the business, and therefore the above list is neither exclusive nor exhaustive.</p>
--	--

## 2. Person Specification

<b>Knowledge, Skills, Attributes and Qualifications</b>	<ul style="list-style-type: none"> <li>○ Be part or fully qualified (ACA, ACCA, CIMA);</li> <li>○ Have management accounting and reporting experience;</li> <li>○ Be familiar with a multi company environment;</li> <li>○ Be comfortable working to deadlines;</li> <li>○ Highly computer literate, proficiency in Microsoft Office including, but not limited to: Word, Access and Outlook;</li> <li>○ Advanced Excel skills;</li> <li>○ Experience of Microsoft Power BI (desirable but not essential);</li> <li>○ Experience of Sunsystems and Proactis (desirable but not essential);</li> <li>○ Have previous experience of budgeting, business planning and forecasting (desirable but not essential);</li> <li>○ A team player, able to work effectively and efficiently with people and independently;</li> <li>○ Have a pragmatic and flexible approach to the working environment;</li> <li>○ Demonstrate a professional approach and attitude at all times; and</li> <li>○ Excellent interpersonal and organisational skills with high attention to detail.</li> </ul>
---	--

<b>Special Features</b>	<p>The role will largely be based at our Cardiff City Centre office, however flexible / hybrid working options are available (noting that during the initial period the role will need to be largely in in the office to ensure adequate training). Occasional travel may be required for industry events and/or meetings.</p> <p>The position is full-time with a 37.5 hour working week (excluding hour breaks for lunch each day).</p> <p>Welsh Power operates in accordance with Government guidelines in relation to Covid-19. Please feel free to enquire prior to this should you have any concerns.</p>
-------------------------	---

<b>What We Offer</b>	<ul style="list-style-type: none"> <li>○ To be part of an exciting, innovative, entrepreneurial team environment at the cutting edge of new energy developments and innovations.</li> <li>○ Competitive salary, bonus and benefits package, and eligibility for a tax-free employee dividend.</li> <li>○ Opportunities for continuous training and development in line with business needs.</li> </ul>
----------------------	--

- Automatic participation in an employee-owned business structure, with the positive working culture and financial benefits that this affords.
- 25 days of annual leave plus bank holidays (can be up to 30 with holiday loyalty scheme).
- Opportunity to be involved in regular social activities organised by the Wellbeing team.
- Opportunity to be involved in the company electric car and/or cycle-to-work salary sacrifice schemes.
- A high-quality office environment located in the heart of Cardiff city centre.

**As a Welsh Power employee, you are required to comply with all Welsh Power policies and procedures.**