



THE FINE WINE MARKET

## Finance Manager

**Location: Borough, London**

*Competitive Salary plus Company performance-related bonus, healthcare insurance & wellbeing benefits*

### **About us**

With over 630 members worldwide, Liv-ex is today the global marketplace for the wine trade.

We offer a multitude of business services covering trading opportunities, data, logistics and various automation technologies; aimed at a diverse group of wine businesses, from ambitious young start-ups to established merchants and traders.

Our aim is to make the wine trade more transparent, efficient, and safe, for the benefit of our members and the market as a whole.

We are hardworking, committed and action oriented, retaining a valued neutrality in the market.

Founded in 2000, Liv-ex has grown to serve a growing number of members in the B2B sector, with an ever-expanding range of services. We help our members and other stakeholders to better understand the fine wine market and identify profit opportunities.

### **Summary Purpose**

Liv-ex is looking for a technically strong and ambitious Finance Manager with great communication skills, a process driven mindset and an eye for the detail to support the team in providing a proactive, customer focused finance solution for the organization. Reporting to the Head of Finance, this is a great opportunity for someone looking for the second role in industry.

### **Responsibilities**

- Manage the Finance function and supervise the Finance team (2 direct reports)
  - Communicate clearly the vision, objectives and goals to the team ensuring individual understanding of how they fit into the big picture
  - Identify appropriate and meaningful department KPIs linked to company-wide objectives
  - Monitor performance of direct reports with a focus on continuous improvement
- Prepare and maintain the monthly management accounts pack
- Lead the preparation of the annual reporting and statutory accounts process
- Main point of contact for statutory auditors
- Evaluate and review departmental systems, processes and controls and ensure best practice is implemented and all processes and procedures are comprehensively documented
- Ensure all control accounts are properly reconciled and clearly presented on a monthly basis
- Maintain oversight of credit control and debt position ensuring appropriate information is presented to the Head of Finance
- Oversee compliance of all tax matters and flag any issues or challenges to the Head of Finance

- Management of treasury matters such as hedges and cash management
- Act as point of escalation within Finance for issue / query resolution
- Maintain technical knowledge and be the technical champion within the business
- Preparation of ad-hoc reports and analysis as required by the business

## **Knowledge, Skills & Experience**

### *Essential:*

- ACA, ACCA qualification
- Intellectually strong. Must be highly numerate and literate
- Proven working knowledge of UK GAAP
- Ability to build reports and financial models from scratch
- Strong analytical skills, the ability to share and explain the results of analysis in a meaningful way to both Finance and non-Finance personnel
- Ability to work under pressure and multi-task with consistency and accuracy and able to prioritise and re-plan in a methodical manner to meet tight deadlines
- Experience of managing a small team and multiple stakeholders
- Ability to identify issues based on financial performance and take necessary action

### *Desirable:*

- Qualification from Top 10 Accountancy firm
- Experience of working with Sage 200
- Spoken French

### *Attributes:*

- Self-driven and results oriented
- Reliable, consistent and tenacious, able to work at pace
- Seeks responsibility and is accountable for actions (of self and others)
- Articulate, approachable and open communicator with the ability to flex to accommodate customers, colleagues, suppliers and other contacts. Able to instantly build and maintain rapport with a range of people
- A proactive and dynamic attitude to problem solving, with ability to use initiative and common sense
- Uses initiative to react with a sense of urgency and consistency to challenges when presented
- Able to self-motivate and think clearly under pressure to deliver requirements to a consistently high standard
- Enjoys working to targets, striving for results within strict deadlines
- An approachable and hands-on leadership style
- Able to motivate and inspire team and colleagues
- Able to objectively assess staff and reports, offering feedback, coaching and training and where required follow performance management processes

To apply, please send us your CV with a cover letter detailing why you are interested in this role to [clientresourcing@strattonhr.co.uk](mailto:clientresourcing@strattonhr.co.uk).