MANAGEMENT ACCOUNTANT

Job Description:

Management accountants aid managerial planning and commercial decision-making tasks by providing appropriate financial information and undertaking related accounts administration. Management accountants look after a company’s accounts. They advise managers about the financial implications of business decisions to aid growth and profit.

Job Responsibilities:

* Prepare reports, budgets, commentaries and financial statements
* Undertake financial administration and internal audits
* Liaise with managerial staff and other colleagues
* Supervise a team of accountants
* Develop and managing financial systems/policies
* Negotiate and obtaining finance for major projects
* Control and forecast income and expenditure
* Create business strategies to generate shareholder value.
* Oversee ledger reconciliation and manage accounts payable/receivable
* Participate in budgeting processes
* Brief senior managers regularly on the company’s financial status
* Liaise with Tax Accountants to track tax payments and returns
* Monitor bookkeeping activities regularly
* Keep company financial information confidential
* Establish accounting policies and procedures
* Stay informed on industry developments and changes in regulations
* Maintain corporate financial confidentiality

Job Qualifications:

* Bachelors in Accounting, Finance, or related field
* Masters in Accounting, Finance, or related field preferred
* Certification in Management Accounting (will consider CPA)
* Additional certifications preferred
* Experience in management accounting or related role

Opportunities in management accounting are available for applicants without experience in which more than one management accountant is needed in an area such that an experienced management accountant will be present to mentor.

Job Skills Required:

* Thorough knowledge of accounting and financial procedures
* Experience as management accountant
* Understanding of Generally Accepted Accounting Principles (GAAP)
* Proficiency in accounting software
* Advanced MS Excel knowledge (i.e. formulas, VLOOKUPs, and pivot tables)
* Strong analytical skills
* Strong attention to detail
* Integrity
* Awareness of laws and regulations related to accounting