

JOB DESCRIPTION



Job Title	Management Accountant
Job Location	Office-based at Agility Eco offices in Sutton. Flexible working available with time split between office and home (typically 2 days per week in the office).
Remuneration	£30,000 - £36,000 per annum salary and annual discretionary bonus and other benefits including support for exams.
Hours	37.5 hours per week with 23 days annual leave.
Purpose Statement	<p>AgilityEco is a dynamic and fast-growing business that has established a leading position in the origination and delivery of energy efficiency and fuel poverty programmes supported by grant funding. We provide eligible customers, free of charge, with a combination of advice and support, and the offer of installation of a range of insulation and heating measures in homes with a low energy efficiency rating. Our partners include many of the major energy supply companies, network operators, local authorities and charities. We work with a network of highly skilled installation partners to upgrade customers’ homes.</p> <p>Due to the continued growth of the business, we are looking for a Management Accountant to strengthen our team.</p> <p>Key responsibilities will include managing the month end process for our Projects and Community Schemes business lines, variance analysis of results, assisting with the delivery of the annual budget and quarterly forecasts and maintaining balance sheet reconciliations.</p> <p>As the business scales the finance team has a key role in supporting this, and we are putting together plans for an improved finance system and greater automation – so it’s an exciting time to join and the role gives the opportunity to play a part in some of these vital projects.</p> <p>Key requirements for the role include experience working as a management accountant, active studying towards CIMA / ACCA qualification, strong excel skills and the desire to work in an innovative and entrepreneurial business.</p> <p>In return you will be part of a capable and friendly team based in newly refurbished offices close to central Sutton and be able to develop your role as we continue to grow.</p>
Accountabilities	<ul style="list-style-type: none"> • Managing the month end process for our Projects and Community Schemes business units, including reconciliation of balances and posting revenue and cost accruals and deferrals. • Analysis of monthly business performance, including working with budget holders to ensure they understand and act on financial information provided. • Maintaining internal revenue trackers (Excel-based). • Overseeing sales invoicing and requests for payment for Projects and ensuring working capital is optimised. • Monthly cashflow forecasting. • Assist in the quarterly P&L forecasting and annual budgeting processes. • Supporting the annual audit process with the provision of information as required. • Other ad hoc analysis and projects as required (e.g. upgrade of accounting systems).
Dimensions of Role	The role holder will report to the Finance Manager and work within our small but friendly and talented finance team.
Desirable Skills and experience	<ul style="list-style-type: none"> • Part-qualified ACCA / CIMA with intention to complete studies. • Strong proficiency in Excel including lookups, pivot tables, and the analysis and presentation of data, with an interest in further developing those skills. • 2 years’ experience in a management accounting role including calculation of revenue and cost accruals, posting month-end journals, providing variance analysis. • Strong attention to detail and highly accurate when working with data. • Organised and structured approach to work with the ability to manage multiple tasks to

	<p>deadlines.</p> <ul style="list-style-type: none">• Great communication skills and confidence to discuss financial results with non-financial management.• Tenacious, with good problem-solving skills. <p>AgilityEco is an equal opportunities employer, we value diversity and individuality and welcome applicants from all backgrounds and communities.</p>
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