

Finance Manager

Hampton-in-Arden | Solihull

PMGC are looking to recruit a motivated and passionate Finance Manager based at our head office in Hampton-in-Arden. This role is critical to the achievement of our vision and strategic objectives.

You will work closely for the Head of Commercial and Finance (HOFC) whilst supporting and assisting the CEO and the Board during a period of huge growth and change. This position will be instrumental in driving positive structural, systematic and cultural transformation, given the various acquired businesses that have come together to create a major telecoms powerhouse. This is a truly exciting opportunity for the right candidate who will be given the challenge to make their personal mark at all levels within the organisation. PMGC Technology is currently one of the leading telecoms businesses in the UK, with 9 offices and 150 staff, having won the Sunday Times Fasting Growing Companies in 2 previous years. We are currently on track to achieve £50m Turnover within 5 years, whilst still being agile and obsessed with customers and staff alike.

In addition to supporting the HOFC, CEO, COO in this role you will be providing commercially focussed guidance and solutions on general business issues, which are tailored to the needs and strategic objectives of the group.

Key Responsibilities

- Monitor the day-to-day financial operations within the company, such as billing, invoicing, accounts payable, accounts receivable and other transactions.
- Oversee financial department employees, including financial assistants, clerks and accountants, performing monthly reviews and development opportunities
- Gather, organise and review financial data and prepare monthly and annual reports to time and quality, providing recommendations and flagging discrepancies
- Present financial management reports to HOFC, other board members, stakeholders, executives, and customers in formal meetings.

- Recommend outside services for tax preparation and optimisation, auditing, banking, investments, and other financial needs as necessary.
- Track the company's financial status and performance to identify areas for potential improvement.
- Seek out methods for minimising financial risk to the company.
- Be aware of market trends.
- Provide insightful information and expectations to senior executives to aid in long-term and short-term decision making.
- Establish and maintain financial policies and procedures under the supervision of the HOFC.
- Understand and adhere to financial regulations and legislation including applicable accounting standards.
- Work under the guidance of the HOFC in any annual budget setting exercise with the senior executives in the business.
- Support the HOFC in the annual audit and collating the working papers and files required for a timely filing at Companies House of the Statutory Accounts.
- Advise on investment activities and provide strategies and initiatives that the company should take.
- Maintain the financial health of the organisation under the HOFC.
- Analyse costs, pricing, variable contributions, sales results and the company's actual performance compared to the business plans
- Develop trends and projections for the firm's finances.
- Conduct reviews and evaluations for cost-reduction and efficiency opportunities.
- Oversee operations of the finance department (under the direction and assistance of the HOFC), set goals and objectives, and design a framework for these to be met.
- Liaise with auditors and banks to ensure appropriate monitoring of company finances is maintained including any Covenant requirements or additional borrowing needs.
- Correspond with various other departments, discussing company plans and agreeing on future paths to be taken.
- Perform Due Diligence under the supervision of the HOFC on any potential acquisitions.

- Perform financial forecasting, reporting, and operational metrics tracking.
- Analyse financial data, perform variance analysis, identify trends, and make recommendations for improvements.
- Guide cost analysis process by establishing and enforcing policies and procedures.
- Create recommendations to be presented to management and executives.
- Deputise for the HOFC on holidays.

Key Responsibilities

- Proven experience as a hands-on, autonomous Finance Manager
- Extensive understanding of financial trends both within the company and general market patterns.
- Proficient user of financial software and Excel to an advanced level
- Ability to engage, lead and guide employees to ensure appropriate financial processes are being followed and used.
- A solid understanding of financial statistics and accounting principles, with a working knowledge of all statutory legislation and regulations
- Robust and decisive with the ability to take and communicate difficult decisions.
- A strong professional and commercial approach with the ability to deliver high employee satisfaction.
- Strong quantitative and analytical competency.
- Natural problem solver, with the ability to streamline functions and a passion to learn and grow.

Interested?

If you are interested in this position, please send your CV to mycareer@pmgroupuk.com