

Careers



Financial Controller

6 month contract, based in London

To support the Finance and Administration Director by being a change manager; driving efficiencies forward, operating within best practice and focussing on the effectiveness of the daily processes of the finances of the organisation.

Duties include:

- Management – maintain a documented system of accounting policies and procedures; oversee the operation of the accounting team and develop financial controls, processes and support all system developments
- Transactions – review current processes and methods making recommendations for improvements to accepted ways of working
- Reporting – calculate and issue financial operating metrics, manage initial drafting of the annual budget and forecast
- Support – working closely with the Finance and Administration Director to free up their time to strategically drive the finance function forward.

The ideal candidate should have:

- Excellent communication skills with a natural ability to build strong relationships
- Excellent financial acumen and accounting skills, meticulous attention to detail and accuracy
- Possess flexibility and the ability to thrive in a fast-paced environment.
- Ability to see the big picture while focusing on the process and procedures necessary to produce deliverables
- Exceptional problem solving skills with a persistence to see issues resolved
- Superb organiser with a professional and mature manner
- Proactive and results orientated with the determination to see projects through from start to finish
- Customer orientated and understands the urgency of replying to customer requests in a timely fashion
- Intermediate to advanced applications software expertise (Excel and accounting software).

Applicants are invited to submit their CV together with covering letter to careers@cst.org.uk, writing **'Financial Controller – contract'** in the subject heading.

Closing date for applications: 16 March 2018 but may close earlier if a suitable candidate is found.