

Job Description

Job title: Management Accountant

Team: Finance

Reports to: Head of Finance and IT

Hours: Permanent, full-time, 37 hours per week

Location: Bristol & Bath Science Park. Hybrid working with minimum of 60% on-site.

Line management: Accounts Assistant

Salary : Circa £50,000 depending on qualifications and experience.

Working at IAAPS

At IAAPS we work inclusively to bring together creative and inventive minds to the greatest challenges. As a team, we believe that diversity of experience, perspectives, and backgrounds leads to a better culture, where our people feel that they belong, contributions are recognised and rewarded, learning is actively encouraged, and difference is celebrated. Our values are:



What's involved?

IAAPS is a world-leading centre of excellence supporting the transport industry in the transition to net zero with the development and validation of clean, efficient and affordable zero carbon propulsion technologies. Our recently commissioned, purpose-built facility located at the Bristol & Bath Science Park encompasses 11,000 sqm of state-of-the-art research and test cells with multi-fuel (including green hydrogen) capability and extensive HV Power, as well as vast collaboration space and offices. The exceptional quality of the work we do at IAAPS and the service we provide to all our stakeholders is part of who we are – there's no room for 'good enough'.

Working in a start-up environment, where no two days are the same, this is a unique opportunity to join a small finance team providing an efficient and customer-focused finance service to the business. As the Management Accountant, you'll maintain accurate ledgers throughout the month, produce and present insightful month-end analysis and perform balance sheet reconciliations. The role involves:

- > Prepare the monthly management accounts, year-end accounts, and other management reports that deliver insight into financial performance.
- > Provide financial insight to key stakeholders by analysing financial performance and report variance against budgets, forecasts and financial KPIs.
- > Developing Project Profitability reporting suite and partnering with the project management function to continually improve project performance.
- > Completing revenue and cost recognition journals to accurately reflect monthly project performance, while maintaining deferred & accrued income reconciliations.
- > Working with the project management team to ensure that sales invoices are raised in an accurate manner and in accordance with project milestone completion.
- > Completing accurate and timely balance sheet reconciliations and financial controls.
- > Ensure compliance with internal controls, policies, and procedures.
- > Assist with grant accounting and cost allocations across multiple workstreams.
- > Working with the Finance Administrator to complete periodic VAT returns.
- > Building and maintaining collaborative working relationships across the business and with the University of Bath Finance team.
- > Developing and continuously improving the company finance system, policies, and procedures to ensure effective and efficient financial management across the team.
- > Finding opportunities and risks to ensure a “no surprise” culture.

What do I need?

- > Part-qualification (minimum) of a professional accountancy qualification (ACA/CIMA/ACCA)
- > Experience in a commercial accounting role, including budget management and cost control ideally with experience of working with project accounts.
- > Experience of building strong relationships and maintaining successful collaborations across a business.
- > Drive and tenacity to achieve the goals of the business.
- > Highly numerate with strong systems experience and competence including Excel and managing finance.
- > A flexible approach to work, able to manage competing demands and deadlines in a fast-paced SME environment.
- > Ability to analyse and assess information and situations, and present creative solutions to challenges.
- > Strong written and verbal communication skills; able to adapt personal style to different audiences.
- > Compliance to our ISO9001 Quality Management and ISO27001 Information Security Management System Policies and Procedures.