

Job Description

Post : Financial Controller

Reporting to : Finance Director

Job Overview

The post of Financial Controller is a key role within Jersey Water contributing to the success of the company with three main objectives:

- To oversee and manage the day to day activities of the finance accounts team.
- To ensure accurate, efficient and timely financial reporting; meeting both the internal needs of the company and statutory, corporate governance and regulatory requirements.
- To lead continuous improvement initiatives to enhance internal and financial controls and finance procedures within the business.

Candidate profile

Candidates for the role will need to demonstrate a positive attitude, a strong attention to detail and excellent communication skills. Interpersonal skills of the highest order are required there is frequent need to communicate, orally and in writing, with all levels within the Company as well as with external contacts with service providers, other professional firms, bankers, other institutions and business partners.

We are looking for candidates who are numerate, methodical, organised and practical with sound commercial judgement, financial acumen and a proactive approach. The candidate should be a recently qualified Chartered or Certified Accountant ideally with relevant experience in a similar role. A sound knowledge and understanding of accounting standards, taxation and regulatory matters relevant to the business needs of the Company is required.

Candidates will also need a thorough understanding of and experience in using Microsoft excel to extract, analyse and report on large volumes of financial information and be familiar with the design and operation of systems of internal control.

Summary of key duties and responsibilities:

- Preparation of regular management and financial information that meets the varying needs of the business, management and the Board and undertake variance analysis on results at a corporate level and for functional departments. Monitoring performance against budgets and targets and analysing and identifying reasons for variances.
- Preparation of the Pension Fund statutory accounts and underlying records, assisting where necessary the Assistant Company Secretary with the administration of the fund.
- Support the Finance Director in the preparation of the financial statements of the Company including all statutory, corporate governance and regulatory disclosures.
- Support the Finance Director in the collation and preparation and review of annual budgets and long term business plans of the company ensuring they are aligned with the strategic business plan. Monitor performance against budgets and business plan targets and report on progress in achieving strategic goals.
- Administration of the Company's corporate governance risk management procedures and ensuring that the risk assessment procedures are adhered to.
- Preparation and submission of regulatory and statutory returns including GST, ITIS, Social Security and liaison with the company's tax advisors in respect of income tax computations and submissions.
- Preparation of monthly payroll; liaising with HR as necessary.
- Support the Finance Director to ensure appropriate systems are in place for the business to be able to monitor and control costs and risks and ensure the business is operated in an efficient and profitable manner and work collaboratively with the Process Improvement Officer implementing initiatives and agreed deliverables.

- Liaison with internal and external auditors and Company advisors where appropriate and the preparation and provision of information necessary for their work.
- Assisting the Finance Director with the provision of information to the Board, administration and preparation for Board meetings and undertaking projects requested by the Board.
- Maintain the positive working relationships with other departments, ensuring the effective operation of process and data interfaces between departments.
- Initiate, manage and deliver change projects within the department.
- Ensure compliance with internal corporate policies and procedures and external legal, regulatory and other benchmark standards.
- Responsible for the personal development, training and performance monitoring of staff within the Finance accounts team.
- Prioritise and manage the department workload effectively.
- Keep abreast of developments that affect the financial aspects of the business, such as regulatory and accounting standards and requirements and maintain an up to date knowledge of events in the UK water industry.

About Jersey Water

Jersey Water employs 82 staff and supplies water to approximately 38,000 homes and businesses across the Island of Jersey. The Company's raw water network includes one standby desalination plant, five boreholes and numerous stream abstraction points all feeding six impounding reservoirs. We operate two water treatment works which, between them, serve an average of 19Ml/day to a population of nearly 100,000 through a 580km treated water network.

For more information about the company please visit our website, www.Jerseywater.je.