



Are you our new Finance Manager?

Based in Cornwall, Cockwells modern and classic boatbuilding build beautiful bespoke motor launches, sailing yachts and superyacht tenders for a discerning clientele.

Following the major redevelopment of our facilities at Mylor Creek, our acquisition of the Hardy Marine brand of motor yachts and our purchase of The Southwest Shipyard at Ponsharden, we are looking forward to exciting times ahead – expanding the range of high-end craft we design and build; investing in the Company and our workforce, and creating new career opportunities.

We now require an ambitious Finance Manager to join our growing team near Falmouth, which has been crowned the best place to live in the South West by **The Sunday Times** - the perfect destination for sailors, surfers and beach lovers.

Job description

If you have a high attention to detail, are highly organised and have strong communication skills, you could be the candidate we are looking for. Are you highly efficient at processing transactions quickly and accurately and thrive in a fast-paced environment? Can you demonstrate the ability to use your own initiative? If so, we would love to hear from you.

As our **Finance Manager** you would ideally be part or fully qualified in CIMA or ACCA or higher (or qualified by experience) with at least 5 years working as an accountant/bookkeeper at a senior level. You should possess strong abilities in managing time and tasks together with a high level of computer skills (including all Microsoft applications) and strong IT knowledge, including how to troubleshoot minor IT issues.

Key responsibilities

- Analysis and Review of all Build Projects collaborating with Project Managers to explain variances to WIP forecasts on a monthly basis including but not limited to Labour hours, Material Costs, Overhead allocation and completion timelines
- Preparation and Analysis of monthly management accounts for three companies, including various account reconciliations
- Manage Sales Ledger e.g., raising invoices, chasing debtors
- Quarterly VAT returns across 3 Companies
- Support Payroll & Bookkeeper
 - Review and validate Weekly payroll journals
 - Day to day bookkeeping duties on the smaller connected business,
 - Reconciliation of Monthly Credit Cards
 - Bank reconciliations daily
- Support Purchase Ledger Clerk
 - Clearing purchase queries, supplier queries, supplier statement recs
 - Sign off of Weekly Payment Run
- Support Purchasing Department
 - Purchase order issuing/queries
 - Stores receipting/deliveries

Experience with the following would be desirable:

- IT support and requisition
 - Overseeing and assisting with support calls relating to
 - ERP software
 - 3rd party IT infrastructure
 - Sage Payroll
 - Creating new user IDs & managing user access
 - Ensuring New starters have the correct IT equipment & set up
- Production Planning support
- Planning Stocktakes and overseeing the process
- Supporting stockroom with ERP issues to jobs
- Updating and renewing Office contracts i.e. Printer & Telephone leases

Overview of the role

- The Finance manager will be responsible for supporting the Finance Director with a variety of accounting tasks whilst overseeing the Finance Department as well as support other members of different departments.
- Knowledge of industry leading Manufacturing ERP system, Sage Payroll and QuickBooks accounting packages would be beneficial.
- The successful candidate must have great communication skills and be task driven.

Salary

A competitive salary is offered depending on experience.

Benefits

Free parking, pension scheme, uniform.

Interviews

Interviews will take place as and when suitable applications are received.

All applications may be subject to a test after the first round of interviews, this could include an Excel skill tests, Preparing and Posting Standard journals, creating a Bank reconciliation, allocating Invoices & Credit balances on Purchase Ledger accounts.

How to apply

Please submit a covering letter explaining why you would like to join us and why your skills and experience are a suitable match for this role, together with your CV, to:

james.baxter@cockwells.co.uk.

For an informal chat, please call 01326 377 366 and ask for James Baxter, Finance Director.

We look forward to hearing from you.