



Job Vacancy

FINANCIAL ACCOUNTANT

Distinction Doors is a trade only supplier to the UK Door Fabrication industry. Distributing quality, cost effective and innovative entrance doors, glazing cassettes and triple glazed glass that are all built to stand the test of time. Our highly experienced Customer Service and Technical team will provide customers with all the help needed from purchasing to aftercare. We are selective over who are suppliers and customers are, they must share the same values as Distinction Doors and our high standards for product quality, customer service and innovation.

We are keen to hear from either a part-qualified or recently qualified financial accountant (ACA/ACCA/CIMA).

Reporting to the Financial Manager, the Financial Accountant will be responsible for:

- Preparation of statutory accounts and financial information in accordance with prevailing laws and guidelines and comply with group reporting requirements and audit standards.
- Liaise with payroll, purchase ledger and sales ledger departments to ensure that all financial transactions are correctly recorded, executed and monitored
- Ensure CAPEX is applied in accordance with group and company guidelines, control expenditure within budgets and ensure controls are in place to protect company assets. Maintain asset register and ensure asset disposals are controlled and authorised
- Balance sheet controls including thorough periodic reviews of; prepayments, accruals, FIFO layers.
- Quarterly VAT returns
- Periodic balance sheet recs
- Weekly bank recs
- Working with CEO & Financial Controller to build an internal audit function, implementing periodic internal reviews
- Liaison with HMRC to ensure any returns are completed and legislation is adhered to
- Responsibility for operationally leading all audits (bank and statutory) including liaison with audit stakeholders internally & externally
- Assist the payroll admin/ HR director with any queries and payroll issues
- Assist with preparation of annual budgets with specialist focus on balance sheet controls
- Proactive review of yearly R&D claim
- Monthly PAYE / NIC payment
- P11D submission



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The successful candidate will:

- Be either a part-qualified or recently qualified accountant (ACA, ACCA)
- Have advanced problem solving skills, good communication skills and confidence to drive new ideas and working practice
- To provide sound independent judgement beyond a pure financial reporting position
- Ability to make financial commercial decisions in a dynamic and fast moving workplace
- Be able to build commitment to quality
- Promote cross functional teamwork
- A Team Player who can adapt and respond to change
- Results orientated

What's on offer:

- 25 days holiday
- Company pension scheme
- Healthcare cash plan

If you think you are our ideal candidate, please apply to HR.