

Finance Analyst (12 month FTC)

Line manager: Group Reporting Manager
Grade (if applicable): 3
Direct reports: N/A



Role purpose:

This role sits within the Group Financial Control team at Peabody and will focus on delivering high-quality financial results, ensuring high-quality monthly and annual reporting, delivering a successful month-end and year-end processes, being responsible for the preparation of subsidiary accounts and liaising with external auditors.

Key Results:

- To ensure that accurate and timely financial information is produced monthly.
- To undertake month end and year end processes.
- Facilitate the completion of audit queries for the relevant directorates.
- Preparation and posting of monthly journals including complex provisions.
- Preparation of statutory accounts for the Group's subsidiaries, compliant with FRS 102, the Accounting Direction and in line with best practice.
- Produce entity reports with insightful analysis and commentary on movement and variances.
- Prepare balance sheet reconciliations.
- Provide timely information for statutory and regulatory reporting e.g. NROSH and Office of National Statistics.
- Provide support for ad hoc queries and signposting stakeholders to relevant teams across finance.
- Collaborating with finance colleagues to improve finance processes and data.
- Act as a key member of the Group Reporting team, supporting and helping team members in the delivery of service to our stakeholders.
- Carry out any other duties and other project team members as required.
- Maintain balance sheet controls and reconciliations as appropriate.

Success metrics:

- Provision of high quality and timely performance information that supports effective decision making for the directorate.
- Ensure data quality, working with managers and internal teams to improve the quality and integrity of data.
- Strong relationships with key customers, key managers and internal teams.
- Ensuring that budget holders have the requisite skills, experience and tools to fulfil their responsibilities.

About you:

You will be:

- A great communicator both written and verbally and understand the different message needed for different audiences.
- A flexible and adaptable team player.
- A diligent worker with a keen eye for detail.
- Committed to delivering excellent customer experience, embodying Peabody values.

You will have:

- Excellent analytical skills, working with large volumes of data and turning this into meaningful insights.
- Experience in preparing financial accounts.

Version Date:

Signed off by:

- Experience in supporting the year end audit process.
- Experience of year-end financial closedown and associated reporting requirements.
- Experience with the completion of balance sheet reconciliations.
- Ability to present financial information in a clear and transparent manner for non-finance staff.
- Knowledge of accounting software (Sun Systems desired) and other core finance systems.
- Part qualified accountant with an active commitment to continued professional development.
- Advanced Excel & Word skills.