



## ***Accounts Manager***

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The Company is recruiting for an experienced financial Accounts Manager at our headquarters in Odiham, Hampshire. This is a permanent, full time position, responsible for the financial accounts department in the UK, and related activities at other companies/locations within the group. The work includes monthly management accounts, managing the nominal ledger for each group company, ensuring month end routines and procedures are adhered to, and ensuring that the necessary training is provided in order that the other functions within the department are carried out efficiently: key performance indicators, payroll, financial control, cash flow forecasting, budgeting, forecasting, tax, and statutory accounts. The emphasis being on international trade, transfer pricing, and change management for systems implementation and organisational change.

We are looking for CIMA qualified, experienced applicants who are enthusiastic and motivated to lead the department and achieve excellence. In addition, the successful candidate should:

- have substantial accountancy experience, including teaching accounting duties to others;
- have excellent communication skills at all levels (both written and spoken);
- be able to multi-task, have a high attention to detail, and be confident and accurate;
- have a professional and orderly approach to processing, and be positive and constructive;
- have a strong customer service focus, and the ability to build effective working relationships with employees and external stakeholders/suppliers;
- be PC literate, and have sound working knowledge of MS Windows-based software packages, including Microsoft Office (Word, Excel, and Outlook), databases, Pegasus Opera, and the internet.

Candidates without CIMA qualification may be considered but only where this is offset by significant and company relevant hands-on experience of the whole accounting function.

Nominally, the 35 hours per week, 7 hours per day, will be worked Monday to Friday.

You will be joining a stable and well-established organisation in state-of-the-art offices offering a very comfortable working environment. Benefits include Company health insurance, annual leave 28 days rising to 33 days pa pro-rata (inclusive of Bank/Public holidays), work related contributory pension scheme, free Wi-Fi, and on-site parking. Further details are available at [www.spectro-oil.com/careers.html](http://www.spectro-oil.com/careers.html).

Please apply with your latest detailed CV, a covering note, and an indication of your salary expectations, via email to: [recruitment@spectro-oil.com](mailto:recruitment@spectro-oil.com).