Finance Analyst

## Job details

|  |  |
| --- | --- |
| Job title: | Finance Analyst |
| Department: | Finance  |
| Location: | Bury St Edmunds / Remote |
| Reporting to: (job title only) | Finance Manager  |
| Direct reports: (job title only) | 1 |
| Job purpose: | As Vita Health Group continues to grow, we are looking for an enthusiastic Finance Analyst to join our Finance team. The role will cover month end management accounting and ensure that the finance system and associated systems have robust controls and information is extracted accurately and completely. |
| Role and Responsibilities: | * + Producing monthly consolidated management accounts pack including commentary on business performance
	+ Provide analytical support to the relevant market units including but not limited to profitability analysis, variance analysis, identifying trends, and make recommendations for improvements
	+ Work independently and cross functionally to provide detailed, accurate and timely reporting
	+ Drive delivery of a range of business initiatives and projects
	+ Constant process improvement, reducing reporting time frames and increasing the quality of information
	+ Other ad-hoc duties as required

**Equality Diversity & Inclusion (EDI)**We are proud to be an equal opportunities employer and are fully committed to EDI best practice in all we do. We believe it is the responsibility of everyone to ensure their actions support this with all internal and external stakeholders.* Be aware of the impact of your behaviour on others
* Ensure that others are treated with fairness, dignity and respect
* Maintain and develop your knowledge about what EDI is and why it is important
* Be prepared to challenge bias, discrimination and prejudice if possible to do so and raise with your manager and EDI team
* Encourage and support others to feel confident in speaking up if they have been subjected to or witnessed bias, discrimination or prejudice
* Be prepared to speak up for others if you witness bias, discrimination or prejudice
 |

## Person specification

|  |  |  |
| --- | --- | --- |
|  | **Essential** | **Desirable** |
| **Qualifications** | * + Qualified or finalist ACA, ACCA or CIMA.
 |  |
| **Experience** | * + Month End
	+ Budgeting and Forecasting
	+ Finance Systems, ideally MS Dynamics 365
	+ End-to-end financial processes
 |  |
| **Skills/knowledge** | * + Excellent Microsoft Excel proficiency
	+ Development of reports in multiple environments
	+ Understanding of business process as well as financial reporting and analysis
 |  |
| **Personal competencies and qualities** | * + Attention to detail
	+ Analytical skills
	+ Proactive and able to plan ahead
	+ Ability to communicate well at all levels
	+ The flexibility and willingness to learn
	+ High level of enthusiasm and motivation
 |  |