

Group finance manager

We're a small, close-knit team of friendly, dedicated, business advisors, on a mission to help travel companies solve complex problems, comply with their obligations, and sell more holidays.

We're searching for a positive, personable group finance manager to support us with a variety of vital business functions.

- Flexible working
- Salary £35k-£40k
- Benefit package

In return we offer a package of benefits, flexible working arrangements and a collaborative, supportive, inclusive culture, surrounded by good people.

If that sounds up your street, then please get in touch!

The job in 2 bullets:

Take hands-on responsibility for running our day-to-day finance and compliance. This includes all the stuff you would expect of a finance department, like ensuring our bills go out and cash comes in, tracking expenses, reconciling bank accounts. It also means staying on top of our compliance requirements like VAT, statutory accounts and FCA reporting.

Keeping the management team up to date on the group's performance. This includes tracking and presenting key financial and non-financial metrics to the management team, to help us measure performance and make business decisions.

What would make a great group finance manager:

The finance manager is the glue that keeps the group together, so it's ideally suited to someone who is pro-active, takes responsibility and who really enjoys playing the supportive role.

You should be a detail oriented, numbers person with a sound working knowledge of accounting. Ideally you should be familiar with using cloud-based accounting software (we use Kashflow, but something similar would be OK).

You'll need exceptional organisation skills. We're a small team, working largely remote so you'll need to manage your own time, work to deadlines, pre-empt future requirements and ask questions when you're not sure.

You'll interact with everyone in the team, mainly on phone calls, video calls and email, so you'll need great verbal and written communication skills and a friendly, optimistic outlook.

You should be competent with a variety of typical office IT software like Microsoft Excel, Adobe Pdf, Google Docs, other similar web apps.

Benefits

In return, we'll provide the following package of benefits:

- A full-time equivalent salary of between £35k and £40k, depending on experience.
- Flexible working hours. We're happy to consider part-time and willing to work around other life commitments like caring for children or relatives, school holidays etc.
- Flexible location. Most of your work will be carried out remotely, though certain projects may require occasional meetings in central London, from time to time.
- A holiday allowance of 30 days per annum (full-time equivalent), not including public holidays.
- Company contribution to your pension scheme at 5% of your salary.
- Life insurance cover.

- Access to a personal independent financial planning advisor for you and your family.

How to apply

If you're interested in applying, please send us your CV, along with a covering letter explaining why you'd be a great fit, to Amy Power, at Amy@thettc.co.uk.

We expect the process will involve up to two interviews.

As an open and inclusive workplace, we want to make sure our recruitment process is fair and doesn't discriminate on any grounds. If you need any help with any part of our recruitment process, please don't hesitate to contact us and we'll do our best to accommodate any needs or address any concerns you might have.