

Job description - Management accountant (PB4)

Job summary

As a Management Accountant, you will play a key role in supporting Forestry England's recreation and leisure business. You will:

- deliver high-quality management accounting services
- provide insightful financial reporting and analysis
- support continuous improvement in financial performance and data quality
- collaborate with operational teams and finance colleagues to enhance financial decision-making

Key responsibilities & accountabilities

Management accounting

- lead month-end processes, ensuring timely and accurate reporting
- prepare financial reports for recreation and leisure activities
- monitor and forecast income and expenditure
- create and post journals

Financial planning

- support the development and submission of annual business plans
- provide financial analysis to inform strategic and operational planning
- contribute to financial appraisals and cost-saving initiatives

Reporting

- build strong relationships with budget holders to support financial understanding
- produce financial reports for specific business areas
- contribute to the Annual Report & Accounts and audit processes
- track and report on KPIs, including non-financial metrics

Data Management

- ensure financial data integrity in collaboration with operational and finance teams
- identify and correct material miscoding and ensure timely accruals
- develop and enhance financial reporting tools and outputs

Occasional travel and overnight stays required.

And any other tasks, reasonably requested by your line manager.

Skills, knowledge & experience

Essential professional and technical experience

- proficient in financial systems and Microsoft excel
- strong analytical and problem-solving skills
- budget management and forecasting
- financial performance analysis
- communicating financial data to non-finance stakeholders
- data analysis and visualisation

Desirable professional and technical experience

- power BI
- knowledge of public sector finance, including Managing Public Money and HM Treasury's FreM
- familiarity with International Accounting Standards
- costing, pricing and benchmarking
- business case development
- capital project evaluation
- working in a shared service or a national team environment

Qualifications

Essential

- part qualified accountant (or equivalent experience) with a recognised IFAC body (e.g. AAT, ACCA, CIMA, CIPFA)

Desirable

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