

Job Description

Group Finance Manager

The Trafalgar Group is a young, dynamic, successful group of businesses operating in the leisure boating, marina and property sectors.

Company Vision	To create vibrant, innovative destinations where people connect, thrive, and experience memorable moments, supported by seamless service that enhances every interaction, across all our locations.
Our Culture	Here at The Trafalgar Group, we enjoy a fun, vibrant, forward-thinking working environment. It is essential that the successful candidate not only has all the skills required for the role, but on a personal level has a bright and positive outlook, is friendly and a good team-player and is also happy to work at any level in the business when required. We actively encourage career progression within the business.
Location	The role is based at Northshore Shipyard, Itchenor, (nr Chichester) but on occasion you may be required to travel to other locations and events.
Work days and environment	The role is 40 hours a week and work days will typically be from 8:30am to 5:00pm with 1/2hr for lunch although there maybe some flexibility on this if required. On occasions and due to the demands of the job, you may be required to work outside of these times.
Reporting to	Tilly Howarth (Group Finance Director)
Responsible for	Part Time Accounts Assistant
Key liaisons	COO, Business Leaders in all group companies and their team members responsible for operations linking to key finance processes.
Recruitment timeline	Start Jan 2025
Job purpose	<p>To lead the financial operations of The Trafalgar Group, ensuring the delivery of accurate, insightful, and timely financial reporting while promoting efficiency and collaboration across all business entities.</p> <p>To take responsibility for processing journals and recording/reporting accurate, quality and timely financial information, (in particular via the management accounts, KPIs and forecasts.)</p>

To continually challenge and appraise finance processes to optimize efficiency throughout the finance function (and interactions with other departments).

To promote a strong teamwork ethos and coach/support the Finance Personnel to develop and achieve their goals whilst embracing change.

To proactively support the Business Leaders, MD and COO by providing strong financial acumen and a collaborative working approach to optimise good business decision making.

Prime tasks and responsibilities

General:

Represent the Company's interests and be an ambassador for The Trafalgar Group with both internal/ external stakeholders as well as more broadly within the marine industry.

Operational Finance:

- Manage the month-end process, including preparation of management accounts, reconciliations, and debtor reporting.
- Deliver timely and accurate financial information, ensuring all material variances are investigated and actionable insights provided.
- Oversee payroll processing for two entities using Xero, maintaining records and ensuring compliance.

Strategic Leadership:

- Support the Group FD with the annual budget process, consolidating company submissions into a full Group P&L, Balance Sheet, and Cashflow.
- Partner with Business Leaders to evaluate financial opportunities, including new business ventures and capital expenditure projects.
- Provide commentary and recommendations based on financial performance and key performance indicators (KPIs).

Process Optimisation:

- Challenge and appraise finance processes, driving efficiency and identifying areas for system enhancements.
- Support systems optimization projects, including the implementation of new software and data systems.

Year-End & Ad Hoc Projects:

- Manage the year-end process, liaising with external accountants to meet reporting deadlines.
- Lead ad hoc financial projects as required, such as system upgrades and financial modelling for business proposals.

Overall Finance Function:

- Lead the development of the finance team to support the ongoing growth of the businesses. Currently, the team consists of one part-time member, but as the businesses expand, there is a clear opportunity to grow the team further.
- Ensure the finance function remains agile, adaptable, and fully aligned with the evolving needs of each business.

Skills and experience required.

We're looking for a qualified finance professional with a hands-on approach and the ability to lead both operational and strategic finance initiatives.

The ideal candidate will bring:

- ACA/ACCA/CIMA qualification (or equivalent knowledge and experience) with at least 3 years of post-qualification experience.
- Proficiency in Xero (preferred) and advanced Excel skills.
- Experience working with legacy systems and supporting system implementation projects.
- Exceptional communication skills, with the ability to convey complex financial information to both financial and non-financial stakeholders.
- A proactive, solution-focused mindset and a strong sense of initiative.
- Commitment to fostering collaboration and delivering high-quality results.

Wage / salary

Salary package starting from £45k depending on experience and qualifications.

Take the plunge

If this is a role you see yourself in why not take the plunge? Please complete the form on our website which can be found here or send a copy of your CV and covering letter to tilly@thetrafalgargroup.co.uk.

Prepared By:	Tilly Howarth	Date:	25/11/24
Employee Name:		Date Joined:	
Job Description Accepted By (<i>Sign</i>):		Date:	