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| **Job Title:** Financial Accountant  **Reporting To:** Financial Controller  **Purpose:** Management and development of the accounts team, along with overall responsibility for maintaining accurate accounting records for the preparation and reporting of the monthly accounts. |
| **The Company:**  Mackle Petfoods is an award winning, BRC Grade AA\* certified family company, which has been manufacturing high quality dog and cat food for over 50 years.  The company employs over 270 staff across two production sites in Moy and Moygashel, Co. Tyrone. Each site has benefited from multi-million-pound investment in recent years to facilitate the production of larger volumes of pet food. The investment is a result of increasing demand from the top four retailers across the UK and Ireland, as well as the number of countries we now export to.  Mackle Petfoods produce over 70 million cans and 50 million trays annually, including our trusted brands Naturo, Brandy and Cat Club.  **Responsibilities & Duties:**   * Management and development of 3 direct reports * Overall responsibility for the Cash Book and Purchase, Sales & Nominal Ledgers * Perform regular monthly debtors and creditors reviews. * Perform regular Team Meetings, Management meetings * Preparation and processing of journals at month end * Variance analysis & investigation * Responsibility for the month end and year end processing (on the ERP software) * Monthly Balance Sheet reconciliations * Assist in the preparation of budgets and monthly review * Technical and Tax compliance ensuring the company complies with all the necessary accounting technical standards including responsibility for VAT across the company, and the submission of VAT returns. * Preparation of grant applications and claims and responsibility for external grant audits * Deal with the statutory audit, prepare the internal audit file and interact with external auditors. * Responsibility for calculation of our annual insurance policy renewals, liaising with our insurance brokers to provide information as necessary. * Development of the finance modules of the ERP system * Critically review and improve internal controls. * Liaise with external stakeholders as required. * Undertaking and managing various finance related projects. * Provide financial support to non-finance managers and departments. * Other appropriate tasks as determined by the Financial Controller/Finance Director |

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| **Job Title** – Financial Accountant   |  |  |  | | --- | --- | --- | | *Criteria* | *Essential* | *Desirable* | | * Knowledge | * CIMA/ACCA/ACA qualified. | * Degree in Finance related subject. * Minimum two years post qualification experience | | * Relevant Experience | * Experience of the preparation and processing of month end accounts * Balance sheet reconciliations * Business knowledge of VAT | * Experience of leading a team, or staff management, within an accounts environment * Previous experience of an assistant accountant role * Experience of the payroll function. * Project implementation | | * Skills & Competencies | * Highly organised with excellent interpersonal skills * Effective interpersonal and communication skills, including well developed negotiation skills. * Evidence of effective planning, organisational and time management abilities * Strong problem solving skills. | * Effective training / presentation skills * Skilled in the use of the Microsoft Office suite of software applications (especially Excel) * Experience of the design and implementation of internal controls / internal audit process | | * Circumstances | * Able to work flexibly as required to meet business needs |  |   Please send CVs to [mpf.recruitment@macklepetfoods.com](mailto:mpf.recruitment@macklepetfoods.com) |
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**BENEFITS OF WORKING WITH US:**

* Competitive Pay
* 22 Holidays (Plus extra for length of service)
* 9 Statutory Bank Holiday Closure days
* Private Medical Insurance
* Family Friendly
* Annual Leave Purchase Scheme
* In-house and certified training opportunities
* Study Programmes
* Health & Wellness Initiatives
* Christmas incentives
* Free on-site car parking
* Free electric car charging point