

ACCA Qualified Financial Controller

15+ years' success leading financial innovation for high-growth and diversified organisations

Dynamic, proactive, and detailed-oriented commercial and operational financial controller with a progressive, hands-on approach in the development of financial operations and management reporting including annual budget processes, business planning, product costing, cash-flow forecasting, pricing models, and revenue/cost analysis.

Repeated success guiding sizeable, cross-functional teams in the design, & implementation of efficient and robust financial processes & controls, to support business growth, across a variety of industries including Fast Moving xxx xxx xxx xxx, Retail, E-Commerce, Hospitality, Manufacturing, Insurance, and Media.

Talent for utilising outstanding team leadership skills and superior business management experience to align all financial activities with organisational goals, facilitating business expansion.

Highly competent with many financial and non-financial software packages including:
Sun Accounts, Timex, Centraltime, Sage Line 50 / MMS / Professional, Sage Payroll, Sage HR, Xero.
Crystal Reports, Charm, MS Dynamics, Hyperion, F 'n' B, Mission.
Micros, Bleep, Forth Hospitality/EMS, MS Office Suite (Advanced Excel), Caseware

Highlights of Expertise

- Financial and Management Accounting
- Inventory Management and Control
- Company Secretarial Services and Management
- Preparation and Filing of Returns
- Management and Performance Reporting
- Finance lead through multiple funding rounds for growing SME's and startups
- SOX compliance
- Budget Forecasting / Management
- Internal Control Implementation
- Account Reconciliation and Variance Analysis
- Staff Payroll Management
- Financial System Development/Implementation
- Team Building and Leadership
- Mergers & Acquisitions
- International Process Integration

Career Experience

xxx xxx, Award-winning Lighting Design and Manufacture, London, UK

Overseeing the financial operations of the company including accounting, reporting, monitoring, and implementation of internal financial controls as well as commercial functions.

FINANCIAL CONTROLLER

(July 2015 to Present – 4 days a week)

Improvement of the performance of financial operations, including managing monthly financial statements and report preparation. Determination of inventory valuation and cost-of-sales, as well as execution of physical inventory process. Securing of significant volume of funding for the business. Controlling and allocating cost centres and sales/purchase ledger account expenses. Production of detailed analysis and preparation of schedules for year end filing, tax department, auditors and management. Management of annual budgeting and forecasting processes including the production of insightful models for business planning processes. Management of an Accounts Assistant.

Achievements:

- Reduced month end process from 14 working days to 5
- Implemented tighter internal controls to ensure compliance and risk mitigation.
- Reduced time taken to produce weekly sales report from one day to 3.5 hours
- Improved cashflow management by reducing old and outstanding debtors.
- Involved in the securing of crowdfunding for business growth.

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- Improved the company’s tax position through my experience of R&D tax legislation. Monitored payroll allocation and volume, ensuring accuracy while proactively identifying and implementing payroll process improvements.
- Executed Inventory Control process in collaboration with operations manager, reducing inventory loss by considerable volume through process standardization, training and performance audit.
- Directed month-end performance and development meetings, generated strategies for employee engagement to optimize team satisfaction and business productivity.

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Direction of all aspects of accounting and management operations as well as fulfilling the responsibility of reporting to the shareholders of the Company.

CONSULTANT FINANCIAL CONTROLLER (May 2014 to Present – Part Time)

Efficient preparation of monthly management accounts and final financial statements for external audit purposes. Successful planning and management of realistic but challenging budgets / forecasts in alignment with the overall business strategy while ensuring its implementation within stringent deadlines. Responding to all queries, performing research, and offering problem resolution correcting all errors and discrepancies.

- Preparation of annual financial statements and tax returns, liaising with auditors, ensuring a successful external audit.
- Constantly ensuring that financial reporting and management activities are in accordance with relevant accounting and compliance standards.
- Directed all aspects of staff payroll preparation and P11Ds as well as preparation of VAT and ECS returns.

X XXXXX XXXX XXXXX, Paint Manufacturer, London

Full responsibility for the finance function of a growing manufacturing business

FINANCIAL CONTROLLER (Sept 2016 to Mar 2017 - Interim/Part-time)

Efficient and timely preparation of monthly management accounts and production of relevant financial information for filing at year end. Hands-on financial duties including monthly payroll, VAT and production of regular management information packs.

Working with and reporting directly into the Board. Constant liaison with external tax advisors and other stakeholders.

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Provided end-to-end financial management including payroll management, commission calculation, compliance with regulatory standards, and one-off reporting requirements.

INTERIM FINANCIAL CONTROLLER (December 2014 to March 2015)

Led a team of four competent finance professionals in successful execution of all financial operations of the company, while training the team to optimise their performance.

- Directed successful completion of payroll processes and payment operations of 400 to 500 locums weekly, as well as liaising with umbrella companies regarding locums.
- Successfully understood and implemented new legislation regarding agency workers and collaborated with NHS to ensure the adequacy of all information to bill on all new placements.
- Improved finance team productivity and streamlined finance and payroll function.

Additional Experience - Freelance, Interim, Part-Time and Full-Time for Companies owned by H Tillman

(2008 to 2014)

XXXXXXXXXX XXXXX, London, Consultant Financial Controller (2013 to 2014 – Part Time)

- Managed finance function and reported to the Shareholders.

XX XXXXX XXXX, London, Consultant Financial Controller (2012 to 2014 – Part Time)

- Managed Finance function and reported to the Shareholders

XXXXX XXXXX XXXX XXXX, London, Consultant Financial Controller (2008 to 2012 fulltime & 2013 to 2014 – Part Time)

- Reduced month end process from 10 working days to 5
- Improved internal controls including compliance with x x xx disclosures

- Integrating, establishing, retaining finance team including training and mentoring junior staff
- Preparation of the group's unaudited accounts (6 trading sites and 6 holding/parent companies), production of salient analysis and assisting in the sale of trading sites including preparation of all relevant information for due diligence, liaising with solicitors and regular meetings to agree sale structure.
- Management of a busy finance department for a Hospitality Group of 10 trading sites and 6 holding/parent companies. Development of a Finance team and a hands-on role to prepare full financial and management reports, including commercial analysis to support senior management team.

x xxxxxxx, Financial Controller (2011 to 2012)

- Management of a busy finance function of this large well-known retail business, including financial and commercial support and management of a team of 10.
- Significantly reduced costs by bringing payroll processes in-house from external consultancy (managing 200+ staff)

xxxxxxx, Manchester, Financial Controller (2013 to 2013 – Part Time)

- Full responsibility for financial control, preparation of financial information and commercial support to facilitate decision making, for a multisite business, over 3 brands and 33 sites.

x xxxxxxx, London, Financial Controller (2007 to 2008)

xxxxxxx, London, Chief Accountant (2006 to 2007)

x xxxxxx International Limited, London, Finance Manager (2004 to 2006)

Education & Credentials

Association of Chartered Certified Accountants (ACCA) – Qualified (2006)

London College of Accounting, London, UK

xxxxxxx (AAT) – Certified (2003)

Financial Training College, London, UK