

Job Description

Accountant



The Job

Responsible for ensuring the accounting function of the intY's digital business is maintained in an accurate, timely and compliant manner. Ensuring adequate controls and statutory requirements are adhered to.

Responsibilities include preparing journal entries, account reconciliation, yearly audit as well as documenting and evaluating current procedures.

Responsibilities (but not limited to)

You will play a fundamental role within the Business Intelligence Team and your talent will help steer the Business with the following responsibilities.

- Assist in completing the monthly close process on a timely basis, ensuring balance sheet entries are reconciled and reviewed and ensuring financial accounting policies are being followed appropriately.
- Ensure journal entries and account reconciliations have the appropriate level of support to ensure accounting records are accurate and audit ready.
- Assist in the yearly statutory audit process with external auditors.
- Assisting in the production of budget and forecasting of all intY entities.
- Managing quarterly VAT calculations and VAT returns.
- Preparing and consolidation of financial statements
- Guides other departments by researching and interpreting accounting policy; applying observations and recommendations to operational issues.
- Partner with others throughout the company to complete special projects with technical accounting analysis.
- Consolidation of intY financial information and maintenance of general ledger account mappings into 3rd party application
- Develop and implement accounting policies and procedures.
- Ad-hoc financial accounting projects and reports as required.
- Assisting in the production of monthly, quarterly, and ad hoc reporting as required

Skills & Experience

Required

- Bachelor's degree in Accounting, Finance or Economics
- Qualified accountant; ACCA or CIMA
- Good experience of using accounting packages
- Strong written and verbal communication skills, and a clear, confident communication style with both finance and non-finance professionals
- Organized, and able to document work clearly, manage tight deadlines and multiple, changing priorities.
- Strong Computer Skills and a high proficiency in MS Excel
- Able to multi-task, detail oriented, analytical skills

Desirable

- Knowledge and experience of the subscription-based software industry
- Experience of using FinancialForce Accounting package

intY endorses the principle of equality and will strive to ensure that everyone has a genuine and equal opportunity to participate to the full extent of their own ambitions and abilities, regardless of age, disability, gender reassignment, marital or civil partnership status, pregnancy or maternity, race, religion and belief, and sex or sexual orientation. Employees can be assured of an environment in which their rights, dignity and individual worth are respected, and in particular that they are able to enjoy their employment with intY.