



- **Salary – Competitive**
- **Relocation package up to £8,000, including temporary rent assistance and bonus salary.**

### **About Us**

Established since 1929, ALVANCE British Aluminium, part of the GFG Alliance, owns and operates the last remaining aluminium production plant (smelter) in the UK and a connected hydropower electricity generation station located on the slopes of Ben Nevis, Britain's highest mountain. A combination of renewable energy sources makes this site one of the greenest metal production plants in the country.

### **Role Objective**

- Financial management and reporting
- Cash management and reporting for all Lochaber based entities
- Instil and lead a culture of continual improvement and development
- Prepare annual budget and forecasts
- Manage the Lochaber transactional finance team
- Main point of contact for auditors

### **Duties & Responsibilities**

- Day to day management of the transactional finance team
- Ensure integrity and accuracy of financial systems
- Prepare monthly management accounts for in line with Group requirements.
- Prepare statutory accounts and supporting information in conjunction with external auditors
- Prepare monthly management accounts and appropriate quarterly reporting for the business and stakeholders.
- Prepare weekly cashflow forecasts for the Lochaber site
- Manage and forecast daily cash requirements of the Lochaber site
- Preparation of budgets and forecasts
- Develop management reporting to facilitate improved decision making at a site level
- Development of Business systems to enable value adding management reporting and information
- Continuous improvement of existing processes and procedures to maximise the efficiency of the team and systems
- Build partnerships and maintain strong relationships with senior managers and their teams.
- Other ad hoc tasks as required
- Will not partake in any action which places themselves or others at risk and be aware of the general requirements for office safety.
- Have a personal concern for the safety of themselves and others, setting a good example at all times.



## Person Specification & Experience

- ACCA/CIMA/CA qualified.
- Experience in a similar financial role.
- Understand regulatory requirements including GAAP, tax and industry specific requirements
- Can communicate effectively with staff, management and stakeholders
- Have a problem-solving mindset
- IT Skills - Familiarity with Microsoft Dynamics system or similar an advantage
- Advanced Excel skills.
- Self-motivation with the ability to work autonomously and use initiative
- Ability to manage tasks in a professional and confidential manner
- Ability to liaise with a wide range of contacts
- Good communication and interpersonal skills

## Hours of Work

- Monday - Thursday - 7:30am - 4pm (or up to 8:30 -17:00)
- Friday - 7:30am - 12:30pm

## Benefits and Reward

We can offer you the opportunity to be part of a strong and talented team, taking part in rewarding work, with supported learning and development, along with an excellent work-life balance.

For your commitment, drive and outstanding performance you will be rewarded with:

- 25 days annual leave
- 8 public holidays
- Option to purchase/ sell up to 5 days annual leave
- Bonus Scheme - 15% base salary up to a maximum of two times STIP target
- Company pension contribution from 4% up to 9%
- AVIVA Life Assurance (6 times the salary)
- BHSF Cash Health Care Plan or AVIVA Private medical insurance plus Dental Scheme
- Onsite gym and access to a variety of employee wellness initiatives
- Employee Assistance Programme
- Education Support Grant, £1000 for each child in university paid annually
- Cycle to Work Scheme
- Employee Reward and Recognition Programme
- Employee Discounts – Local Discounts (Highland Highlife, Highland Cinema, Cotswold Outdoor and more), Inclusive rewards (Salary sacrifice scheme, discounts - Argos, Currys, Costa, M&S, Boots, Travel and more, cashback)

For more information or if you have any questions, you can email [lochabercareers@alvancegroup.com](mailto:lochabercareers@alvancegroup.com)