Key facts

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| Job title: | Finance Director | Location: | Bletchley, Milton Keynes |
| Business: | South Midlands | Report to: | Managing Director |

The purpose of the role

Work with the Regional Managing Directors and board members to plan and develop the regional business.

Ensure that regional finance and accounting requirements are accurately and efficiently carried out in accordance with recognised accounting standards, group accounting policies and requirements and delivered within set deadlines.

Ensure that financial information provided to local management and to group is in accordance with the requirements set out in group manuals and procedures.

Challenge and encourage fellow directors to achieve and exceed the financial performance laid out in the business plan/budget.

Work with the Board to identify and mitigate business risks and ensure appropriate care is taken in the corporate governance of the company.

Key accountabilities

**Finance**

* Ensure accurate and timely preparation and reporting of monthly management, annual statutory accounts, profit and cash forecasts, budgets and projections.
* Ensure financial accounting and internal control procedures are acceptable to internal and external auditors.
* Advise on the cash flow implications of management decisions and manage the regions cash flow on a day to day basis.
* Ensure that commercial information and procedures that directly impact on financial accounts and management information are in accordance with group finance manuals and procedures.
* Provide advice, guidance and assistance to regional staff on company accounting, taxation and financial matters.

**Director Responsibilities**

* Participation in the management of the business, including land purchase exercise appraisals.
* Be actively involved in site excellence visits.
* Be proactive in promoting awareness of corporate governance and directors  responsibilities.

**Administration**

* Direct, manage and appraise staff within the finance function.
* Be responsible for actively promoting HR policies, standards and procedures.
* Be responsible for regional payroll and personnel administration.
* Direct the office management of the business unit office and provide support services for associated sites.

**IT**

* Maintain IT security standards and adherence to the Group’s Computer Guidelines.
* Liaise with IT director regarding business IT requirements.

Key Competencies

* Business awareness.
* Customer focus.
* Decision making.
* Integration & analysis.
* Interpersonal influence.
* Managing and measuring.
* People development.
* Strategic thinking.
* Team commitment.
* Thoroughness.

Key experience

* ACA, ACCA or CIMA and/or MBA qualified.
* Previous industry experience.
* Previous experience as Finance Director or Accounts Manager/Company Accountant.
* Working knowledge of MS Office and Excel in particular.
* Managing and developing a team of staff.

Primary network: who you will work with

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| --- | --- |
| Internal: | Regional board of directorsAll regional staffSenior group and divisional management |
| External: | AuditorsSuppliers Government inspectorsClients |

If you wish to be considered for the role please send your CV to: Andrew.Sturla@taylorwimpey.com by 1 May 2015.